# Applicant Information Form 1a
# Notified or Non-notified Process

Department of Conservation
*Te Papa Atawhai*
New Zealand Government

## Is this the right application form for me?

This **Applicant Information Form 1a** – Notified or Non-notified Process must be completed for **the following longer term applications** (i.e. not one-off applications):

- Grazing
- Land use: Tenanting and/or using existing DOC facility/structure
- Land use: Use of public conservation land for private commercial facility/structure
- Guiding/Tourism/Recreation: Watercraft activities
- Filming
- Sports events
- Marine reserves application form 11a: Structure in a marine reserve

For other activities use the specific activity application forms that combine applicant and activity information or book a pre-application meeting.

### How do I complete this applicant information form?

- Complete all sections of this **applicant information form**.
- In addition, you must complete the **activity application form/s** that you wish to undertake.
- DOC encourages electronic applications (e.g. typed Word document), rather than handwritten applications. Electronic applications are easier to read and less likely to be returned to you for clarification.
- If you need extra space, attach or include extra documents and label them according to the relevant section. Record all attachments in the table at the back of the application information form section **F Attachments**.

### How do I submit my application?

Email the following to permissions@doc.govt.nz:

- **Completed applicant information form 1a**
- **Completed activity application form**
- Any other relevant attachments.

### If I need help, where do I get more information?

- Check the DOC webpage for the activity you are applying[1] for.

[1] https://www.doc.govt.nz/get-involved/apply-for-permits/apply-for-a-permit/

- Arrange a pre-application meeting (either face to face or over the phone) by contacting the Department of Conservation Office[2] closest to where the activity is proposed. You can use DOC maps[3] to identify which District Office you should contact. Or arrange a meeting with any of our four offices that process concessions[4] – choose the one closest to where the activity is proposed.
- If your application covers multiple districts, contact the office nearest most of the locations you are applying for, or nearest to locations you have a specific question about.

**What happens next?**

Once your application forms are received, your application will be assessed by DOC. If your application is complete, DOC will begin processing.

If your application is incomplete it will be returned to you for more information.

**Why does DOC ask for this information?**

The questions in this application information form and the activity application form/s are designed to cover the requirements set out in conservation legislation. Your answers allow us to assess:

- Your most up-to-date details so that DOC can contact you about your application.
- Your qualifications, resources, skills and experience to adequately conduct the activity on public conservation land.
- Your creditworthiness will help determine whether DOC should extend credit to you and set up a DOC customer accounts receivable credit account for cost recovery. To make this assessment DOC will supply your information to a credit checking agency.

**Note:**

- Personal information will be managed by DOC confidentially. For further information check DOC's privacy and security statements[5].
- Information collected by DOC will be supplied to a debt collection agency in the event of non-payment of payable fees.

**What fees will I pay?**

You may be required to pay a **processing fee** for this application regardless of whether your application is granted or not. You may request an estimate of the processing fees for your application. If you request an estimate, DOC may require you to pay the reasonable costs of the estimate prior to it being prepared. DOC will not process your application until the estimate has been provided to you. In addition, if you are granted a guiding concession on public conservation land you may be required to pay annual **activity and management fees**. These fees are listed on the DOC webpage for the activity you are applying[6] for.

DOC will invoice your processing fees after your application has been considered. If your application is large or complex, DOC may undertake billing at intervals periodically during processing until a decision is made. If you withdraw your application DOC will invoice you for the costs incurred up to the point of your withdrawal.

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[2] www.doc.govt.nz/footer-links/contact-us/office-by-name/
[3] http://maps.doc.govt.nz/mapviewer/index.html?viewer=docmaps
[4] https://www.doc.govt.nz/get-involved/apply-for-permits/contacts
[5] https://www.doc.govt.nz/footer-links/privacy-and-security/
[6] https://www.doc.govt.nz/get-involved/apply-for-permits/apply-for-a-permit/

**Your application will set up a credit account with DOC.** See the checklist at the end of the form for the terms and conditions you need to accept for a DOC credit account.

### Will my application be publicly notified?

Your application will be publicly notified if:

- It is a license with a term of more than 10 years.
- It is a lease.
- After having regard to the effects of the activity, DOC considers it appropriate to do so.

Public notification will increase the time and cost of processing of your application.

### What does DOC require if my application is approved?

If your application is approved DOC requires:

- **Insurance** to indemnify the Minister of Conservation against any claims or liabilities arising from your actions. The level of insurance cover will depend on the activity.
- A copy of your **safety plan** audited by an external expert (e.g. Health and Safety in Employment (Adventure Activity) Regulations 2011 audit or a DOC listed organisation). See the Safety Plan[7] information on the DOC website for further information.

**Note:** DOC/Minister can vary the concession if the information on which the concession was granted contained material inaccuracies. DOC may also recover any costs incurred.

[7] https://www.doc.govt.nz/get-involved/apply-for-permits/managing-your-concession/safety-plans/

# A. Applicant details

| | | |
|---|---|---|
| **Legal status of applicant (tick)** | ☐ **Individual** (Go to ❶) | |
| | ☐ **Registered company** (Go to ❷) | ☒ **Trust** (Go to ❷) |
| | ☐ **Incorporated society** (Go to ❷) | ☐ **Other e.g. Educational institutes** (Go to ❷) |

| | | | | | |
|---|---|---|---|---|---|
| ❶ | **Applicant name (individual)** | | | | |
| | **Phone** | | **Mobile phone** | | |
| | **Email** | | | | |
| | **Physical address** | | | **Postcode** | |
| | **Postal address (if different from above)** | | | **Postcode** | |

| | | | | | |
|---|---|---|---|---|---|
| ❷ | **Applicant name (full name of registered company, trust, incorporated society or other)** | Kilbride Family Trust | | | |
| | **Trading name (if different from applicant name)** | | | | |
| | **NZBN if applicable (to apply go to: https://www.nzbn.govt.nz)** | | **Company, trust or incorporated society registration number** | | |
| | **Registered office of company or incorporated society (if applicable)** | | | | |
| | **Company phone** | | **Company website** | | |
| | **Contact person and role** | Paul Duston | | | |
| | **Phone** | O212765638 | **Mobile phone** | | |
| | **Email** | paulduston@gmail.com | | | |
| | **Postal address** | 128 Redmayne road | | **Postcode** | 9872 |
| | **Street address (if different from postal address)** | | | **Postcode** | |

## B. Pre-application meeting

Have you had a pre-application meeting or spoken to someone in DOC?

| | |
|---|---|
| No | ☐ |
| Yes | ☒ |

- If yes record the:

| | |
|---|---|
| Date of DOC pre-application meeting | |
| Name of DOC staff member | Carla Russell |
| Name of person who had the pre-application meeting with DOC | |

## C. Activity applied for

Tick the **activity application form** applicable to the activity you wish to undertake on public conservation land. Complete the applicant information form and the activity application form and email them with any attachments to permissions@doc.govt.nz

| ACTIVITY APPLICATION FORM* | FORM NO. | TICK |
|---|---|---|
| Grazing | 2a | ☐ |
| Land use: Tenanting and/or using existing DOC facility/structure | 3a | ☐ |
| Land use: Use of public conservation land for private/commercial facility/structure | 3b | ☒ |
| Guiding/Tourism/Recreation: Watercraft activities | 4b | ☐ |
| Filming | 5a | ☐ |
| Sporting Events | 6a | ☐ |
| Marine reserves application form: Structure in a marine reserve | 11a | ☐ |
| Other activities (not covered in the above forms or in the new activity application forms that combine applicant and activity information) | 7a | ☐ |

**Note:** If the activity is not in this list check the activity on the DOC website to find the correct application form or book a pre-application meeting. Application forms that combine applicant and activity information on the DOC website include:

- Aircraft activities[8]
- Easements[9]
- Land based guiding[10]

[8] https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/aircraft-activities/
[9] https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/access-easements/
[10] https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/land-based-guided-activities/

## D. Are you applying for anything else?

Are you submitting any other application forms in relation to this application?

| | |
|---|---|
| No | ☐ |
| Yes | ☒ |

- If yes, state which application forms:

3b

## E. Background experience of applicant

Provide relevant information relating to your ability to carry out the proposed activity (e.g. details of previous concessions, membership of professional organisations, and relevant qualifications).

Our family has been managing this property for 100 years.

## F. Attachments

Attachments should *only* be used if there is:

- Not enough space on the form to finish your answer
- You have additional information that supports your answer
- You wish to make an additional request of DOC regarding the application.

Label each document clearly and complete the table below.

| Section of the application form the attachment relates to | Document title | Document format (e.g. Word, PDF, Excel, jpg etc.) | Description of attachment |
|---|---|---|---|
| *Correct example ✓* *D* | *Locations* | *PDF* | *Trust Deed.* |
| *Incorrect example ✗* *Table* | *Doc1* | *Word* | *Table* |
| | | | |
| | | | |
| | | | |
| | | | |

## G. Checklist

| Application checklist | Tick |
|---|---|
| I have completed all sections of this applicant information form relevant to my application and understand that the form will be returned to me if it is incomplete. | ☒ |
| I certify that the information provided in this applicant information form, and any attached additional forms is, to the best of my knowledge, true and correct. | ☒ |
| I have completed the **activity application form**. | ☒ |
| I have appropriately labelled all attachments and completed section **F Attachments**. | ☒ |
| I will email **permissions@doc.govt.nz** my:<br>• Completed applicant information form<br>• Completed activity application form/s<br>• Any other attachments. | ☒ |

# H. Terms and conditions for a credit account with the Department of Conservation

| Have you held an account with the Department of Conservation before? | Tick |
|---|---|
| No | ☐ |
| Yes | ☒ |
| If 'yes' under what name | Kilbride family trust |

**In ticking this checklist and placing your name below you are acknowledging that you have read and agreed to the terms and conditions for an account with the Department of Conservation**

| Terms and conditions | Tick |
|---|---|
| I/We agree that the Department of Conservation can provide my/our details to the Department's Credit Checking Agency to enable it to conduct a full credit check. | ☒ |
| I/We agree that any change which affects the trading address, legal entity, structure of management or control of the applicant's company (as detailed in this application) will be notified in writing to the Department of Conservation within 7 days of that change becoming effective. | ☒ |
| I/We agree to notify the Department of Conservation of any disputed charges within 14 days of the date of the invoice. | ☒ |
| I/We agree to fully pay the Department of Conservation for any invoice received on or before the due date. | ☒ |
| I/We agree to pay all costs incurred (including interest, legal costs and debt recovery fees) to recover any money owing on this account. | ☒ |
| I/We agree that the credit account provided by the Department of Conservation may be withdrawn by the Department of Conservation, if any terms and conditions (as above) of the credit account are not met. | ☒ |
| I/We agree that the Department of Conservation can provide my details to the Department's Debt Collection Agency in the event of non-payment of payable fees. | ☒ |

| Typed applicant name/s | Paul Duston on behalf of Kilbride family trust. | Date | 15/12/23 |
|---|---|---|---|

| For Departmental use | | | |
|---|---|---|---|
| Credit check completed | | | |
| Comments: | | | |
| Signed | | Name | |
| Approved (Tier 4 manager or above) | | Name | |

# Concession Application
# Form 3b – Private/commercial facility/structures

The Department recommends that you contact the Department of Conservation Office closest to where the activity is proposed to discuss the application prior to completing the application forms. Please provide all information requested in as much detail as possible. Applicants will be advised if further information is required before this application can be processed by the Department.

This form is to be used when the proposed activity is the building or use of any private or commercial facility or structure on public conservation land managed by the Department of Conservation. Examples may include lease of land to erect an information centre; authorisation to erect a weather station; or construct or lease a private/commercial campground or lodge. This form is to be completed in conjunction with either Applicant Information Form 1a (longer term concession) or Applicant Information Form 1b (one-off concession) as appropriate.

Please complete this application form, attach Form 1a or Form 1b, and any other applicable forms and information and send to permissions@doc.govt.nz. The Department will process the application and issue a concession if it is satisfied that the application meets all the requirements for granting a concession under the Conservation Act 1987.

If you require extra space for answering please attach and label according to the relevant section.

## A. Description of Activity

Please describe the proposed activity in detail – where the site is located, please use NZTM GPS coordinates where possible, what you intend to use the building for, whether you intend to make any changes to the infrastructure.

Please include the name and status of the public conservation land, the size of the area for which you are applying and why this area has been chosen.

If necessary, attach further information including a map, a detailed site plan and drawings of proposal and label Attachment 3b:A.

Kilbride Homestead Rakiura National Park is one of two significant farming homesteads still extant at Mason Bay on Stewart Island. Bulit in about 1927 by my grandfather George and his brother Stanford Leask it was the homestead of the Kilbride run, established in 1902. Kilbride is an important remnant of Stewart Island farming history. The house has a strong connection to the Leask family and its descendants, who have leased the land associated with the house since 1922. Today the familys concession has been reduced to the house and small parcel of land surrounding it. The house is in good physical condition. Over the last 14 years visitors from all over the world have had the please of staying in the homestead it is available for accommodation 12months of the year. Many members of the local Oban community stay annually. This year I had the pleasure of taking in my grandsons fifth generation Leask descendants. At this point my request is simple  I am simply asking for the status quo to keep and maintain our family holiday home and let the world come share it with us.

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## B. Alternative sites considered

If your application is to **build, extend or add** to any permanent or temporary structures or facilities on public conservation land, please provide the following details:

- Could this structure or facility be reasonably located outside public conservation land? Provide details of other sites/areas considered.
- Could any potential adverse effects be significantly less (and/or different) in another conservation area or another part of the conservation area to which the application relates? Give details/reasons

No

## C. Larger area

Is the size of the area you are applying for **larger** than the structure/facility **YES**

If **yes**, please detail the size difference in the box below, and answer the following 3 questions, if **no** please go on to the next section:

For Safety reasons there needs to be a buffer area around the house and the access to the house from the beach to protect people from the hunters in the hunting block.

Is this necessary for safety or security purposes? **YES**

Is this necessary as an integral part of the activity? **YES**

Is this essential to carrying on the activity? **YES**

If the answer to any of the above is yes, please provide details and attach supporting evidence if necessary and label Attachment 3b:C.


## D. Exclusive possession

Do you believe you need **exclusive possession** of the public conservation land on which your structure/building is located, ie no one else can use the land during your use of it? **YES**
*(Exclusive occupation requires a lease which requires public notification of the application)*

If **yes**, please answer the following 3 questions, if no please go to the next section:

Is exclusive possession necessary to protect public safety? **YES / NO**

Is exclusive possession necessary to protect physical security of the activity? **YES**

Is exclusive possession necessary for the competent operation of the activity? **YES**

If the answer to any of the above is yes, please provide details and attach supporting evidence if necessary and label Attachment 3b:D.

Exclusive possession is necessary for the protection of the historic asset and to maintain it as in keeping with its character, No one is denied access to this house they just need to book it so exclusive possession does not exclude any member of the public it is simply to protect the house and its history. The attached document below outlines the importance of exclusive possession.

Kilbride Homestead
Mason Bay Stewart I

## E. Technical Specifications **(for telecommunications sites only)**

## F. Term

Please detail the length of the term sought (i.e. number of years or months) and why.

*Note: An application for a concession for a period over 10 years must be publicly notified, an application for a concession up to 10 years will not be publicly notified unless the adverse effects of the activity are such that it is required, or if an exclusive interest in the land is required*.

I would like the concession to be 30 years minimum. There will be no point in time where there will not be enough like minded descendants to keep the trust and the house operational.

## G. Bulk fuel storage

Under the Hazardous Substances and New Organisms Act 1996 (HSNO Act) 'Bulk fuel storage' is considered to be any single container, stationary or mobile, used or unused, that has a capacity in excess of 250 litres of Class 3 fuel types. This includes petrol, diesel, aviation gasoline, kerosene and Jet A1. For more information on Hazardous Substances, go to: http:/www.business.govt.nz/worksafe/information-guidance/legal-framework/hsno-act-1996

Do you intend to store fuel in bulk on the land as part of the activity? **NO**

If you have answered yes, then please provide full details of how and where you intend to store the fuel, and label any attachments including plans, maps and/or photographs as Attachment 3b:G. If your concession application is approved you will be required to provide a copy of your HSNO compliance certification to the Department before you begin the activity.

## H. Environmental Impact Assessment

This section is one of the most important factors that will determine the Department's decision on the application. Please answer in detail.

In column 1 please list all the locations of your proposal, please use NZTM GPS coordinates where possible. In column 2 list any special features of the environment or the recreation values of that area. Then in column 3 list any effects (positive or adverse) that your activity may have on the values or features in column 2. In column 4 list the ways you intend to mitigate, remedy or avoid any adverse effects noted in column 3. Please add extra information or supporting evidence as necessary and label Attachment 3b:H.

Refer to Steps 1 and 2 in your Guide to Environmental Impact Assessment to help you fill in this section.

| **Location on public conservation land** | **Special feature or value** | **Potential effects of your activity on the feature or value (positive or adverse)** | **Methods to remedy, mitigate or avoid any adverse effects identified** |
|---|---|---|---|
| *EG: Tararua Forest Park* | *Northern rata - threatened species* | *Damage to the plants by construction* | *Brief construction and maintenance staff of the location and importance of the species; clearly tape off areas with the species to avoid damage* |
| Kilbride Homestead - 46.9699882,167.6956846 | Kilbride Homestead provides a unique opportunity for people to visit the southern end of Mason amerce them selves in the history of the old farm site. Go hunting, Fishing, Swimming and kiwi spotting. The native bush at your back door. | The structures are well maintained to ensure people respect them. There is a regularly pruned Macrocarpa shelter belt that is used for firwood so none of the native bush is put at rick. see no adverse effects on the environment it is a safe haven for all those who wish to have an adventure. | Walking tracks are historic and maintained. The lawns are maintained all rubbish is removed from site. The grass is kept well back from the edge of the house. |

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## I. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Attachment 3a:I.

Andews

# CONSERVATION PLAN

## Kilbride Homestead,
## Mason Bay, Stewart Island

Department of Conservation
*Te Papa Atawbai*

# CONSERVATION PLAN

# Kilbride Homestead, Mason Bay, Stewart Island

Prepared by Michael Kelly, Heritage Consultant and
Russell Murray, Conservation Architect

*for*

the Department of Conservation,
Southland Conservancy

30 June 2008

Covers: R Murray, 2008

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## Executive summary

Kilbride Homestead is significant as one of two farming homesteads still extant at Mason Bay on Stewart Island. Built about 1927 by brothers George and Stanford Leask, it was the homestead of the Kilbride Run, established in 1902 by William Thompson. Kilbride was named after a paper town that was designated for the southern end of Mason Bay but never built. Together with Island Hill Homestead (1884), which still survives 10 kilometres to the north, Kilbride is an important remnant of Stewart Island's farming history. The house has a strong connection with the Leask family and its descendants, who have leased the land associated with the house since the Leask brothers took up the run in 1922. Today, the family's lease on the area has been reduced to the house and two hectares of land surrounding it.

The homestead is of considerable historic importance. It marks the limit of farming activity on the remote and unforgiving Stewart Island and illustrates the difficult conditions some land-holders willingly endured to make a living. Its association with the Leask family, the only owners of the homestead, is longstanding and of high importance.

The homestead is on a site with spectacular views at the far southern end of Mason Bay, an area both of considerable natural beauty and a stark, windswept and challenging environment in which to live and work. The house is sited back from the beach on a small rise above a creek and former pasture land and looks out to Mason Bay and the Southern Ocean. The homestead is a modest rectangular timber building with a gable roof. It has considerable value as a fitting example of what could be built in such a remote place and its simple form, design and materials are exactly what might be expected of such a building.

The building is presently in a fair physical condition; its exposed and remote site makes the execution of repair and maintenance work a challenging proposition. This Conservation Plan highlights several aspects of the building's condition that require attention. It prescribes both remedial works and the urgency of the work required and an ongoing future programme of regular maintenance to ensure the continued physical viability and integrity of Kilbride Homestead.

# 1. Introduction

## 1.1 Purpose

The purpose of this Plan is two-fold. The first is to prepare policies and outline a programme of works to assist in the conservation of the Kilbride Homestead, so that its meaning and importance is conserved for present and future generations.

The second is to establish an appropriate level of intervention that will allow the homestead to continue to be used as a family crib and to also be used as a place that visitors can stay in, while retaining its significant heritage values.

Implementation of this Conservation Plan ("the Plan") is to be undertaken by the concessionnaire, including the necessary repair works and carrying out regular maintenance checks. The Concessionaire will report to Department of Conservation (DOC) and provide records of the work carried out and will liaise with DOC for the long-term checks.

## 1.2 Commission details

This Conservation Plan was commissioned by Rachael Egerton, Technical Support Officer Historic, Southland Conservancy, Department of Conservation and written by Michael Kelly, heritage consultant, and by Russell Murray, conservation architect, both of Wellington.

The Plan draws extensively on the Kilbride Homestead Significance Assessment, prepared for DOC in 2007 by Michael Kelly under a separate commission.

Site visits were made by Michael Kelly in February 2007 for the preparation of the Significance Assessment and Russell Murray in April 2008 to inspect the condition and fabric of the building.

## 1.3 Acknowledgements

The authors would like to thank, in particular:

Paul Duston, for his input into on-site discussions on the future care of the house, recollections of the recent history of the homestead and the run and provision of some of the historic images included in the Plan.

Leonie Grace, Community Relations Officer, Resource Use Concessions, Southland Conservancy,

Sharon Pasco, Field Centre Supervisor for Stewart Island, Southern Islands Area Office; and

Rachael Egerton, Technical Support Officer Historic Heritage, Southland Conservancy

for their company on the field trips to Kilbride, and for their contributions to the preparation of this plan.

Chris Cochran, for sage advice on appropriate conservation policy and repair work and for much of the wording of the maintenance section in Appendix III.

## 1.4 Location


Stewart Island, with Kilbride's location arrowed (Map by Terralink)

## 1.5 Management, ownership and legal status

Kilbride Homestead occupies a small parcel of land at the southern end of Mason Bay. This land is part of the Rakiura National Park, managed by the Department of Conservation (DoC), and the building is owned by the Kilbride Family Trust. The property is not registered by the New Zealand Historic Places Trust nor listed on the Southland District Council's District Plan.

## 1.6 Changes to this plan

It is recommended that this Conservation Plan be reviewed every 10 years or in the event of a major change in the ownership, legal status or use of the homestead.

## 2. Description

### 2.1 History

Kilbride Homestead is associated with the establishment of a pastoral run at the southern end of Mason Bay, on Stewart Island's west coast, in 1902. Pastoral farming on Stewart Island has a long and difficult history and the story of Kilbride, like the other pastoral leases, is primarily a story about the vissicitudes of sheep farming in an isolated, unfavourable and unforgiving environment.

Prior to the arrival of Europeans, Maori had a long-standing association with Rakiura and its off-shore islands, particularly those islands to the west where they harvested muttonbirds. Archaeological sites and various finds located near Kilbride testify to the attractions of Mason Bay and the plentiful supply of kai moana to be found there.

Stewart Island has also had a long European history; the first settlers were established on the island well before the Treaty of Waitangi was signed in 1840. Despite such an early start, settlement was never vigorous or sustained, despite the Otago Provincial Council's optimism for the island. In 1868 the Council set aside reserves for townships at 'every suitable bay that had a sufficient area of adjacent land',[1] based on the expectation that fishing and farming would fuel the local economy. However, just one settlement other than Oban – Port William – was established, and it failed in a short period of time. One of the paper towns was Kilbride, which subsequently gave its name to the sheep run in that location.

Such is the terrain on Stewart Island – mostly mountainous, swampy or covered in forest – that there were few realistic places to farm. As Basil Howard describes it, the only places where farming could be undertaken – 'the natural pastoral country' – are 'of low carrying capacity with little native grass; the soil is peaty and lies on a sub-stratum of clay on a foundation of granite.'[2] Howard noted that the cost of transporting wool to market was prohibitively high, and that same inaccessibility was the reason that year round residence was not acceptable. 'They were so far away by land or water that the occupier had either to live a hermit's life or to go into occasional residence when the sheep needed attention.'[3]

The first pastoral run was established on the Freshwater Flats at the western end of Paterson Inlet in 1874 by settler Matthew Scott. He built a homestead at Scott Burn, a tributary of the Freshwater River, the latter a water course that would feature prominently in the story of the Mason Bay farming. The area's flat nature may have appeared enticing, but it was singularly unsuitable for sheep farming, being swampy and peaty with no real soil. A good sole of grass soon gave way to the swamp. His sheep dying, Scott quickly gave up.

The only (partly) dry land was west of Freshwater, near Mason Bay. In 1879, pastoral run 419 was established for the Mason Bay area and restricted to 5,000 acres on the drier duneland of Mason Bay. The run was auctioned and the successful bidder was William Walker of Invercargill, from Invercargill.

Walker took up the run in 1884 and his homestead, called Island Hill after a granite landmark inland from the bay, was built soon after. The building is today used by DOC as accommodation for its staff at Mason Bay. Walker was a conscientious and determined

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[1] Sansom p.191
[2] Howard p.315
[3] Ibid.

farmer and he made a success of his run, getting stock numbers up to 1,600, even on land that was still less than ideal for farming. Little wonder his endeavours were lauded by visitors,[4] although Howard contends that he was overstocked for the quality of the land.[5]

A view of part of Island Hill run, taken from the sandhill next to the homestead, 2007 (M. Kelly)

Walker farmed at Island Hill for 14 years, before selling to Englishman Welles Orton Charlton. Charlton had married wealthy Southland widow Laura Thompson, whose two sons William and Cyril Thompson managed the run with Charlton. Laura Charlton purchased and took up residence in the Traveller's Rest, a famous boarding house in Harrold Bay in the north of the Island, along with a cook and maids.

In 1902, William Thompson (known as Torp[6]), together with David Dundas, took up the newly proclaimed run 533 at the southern end of Mason Bay on a 21 year lease. Nothing is known of Dundas and he is not described at all in Hall-Jones' *Stewart Island Explored*. Named Kilbride after the paper town proposed in that location, the run occupied land that ran roughly parallel to the bay and extended inland for some distance. It was approximately 1,400 hectares (Sansom says 2,830 acres) at its largest extent and consisted of a mixture of dunes and swamp. Cyril Thompson later took over Island Hill. Both farms received considerable family investment and cattle were introduced to Mason Bay for the first time.

With the establishment of Kilbride, Laura Charlton spent some time at the homestead of the new run during the summer months. She came to the homestead accompanied by her maids. However, as an English-born woman of some refinement, the isolation and privations of

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[4] Hall-Jones J. 1994, p.142
[5] Howard op. cit. p.314
[6] Apparently Torp is an abbreviation of torpedo. A snowy-haired boy, he was nick-named Whitehead, and after the Whitehead torpedo was invented, his nick-name moved subtly on. See Sansom p.191

Mason Bay took a heavy toll on her.[7] She died, aged 59, not long after Kilbride was established.[8]

Island Hill Homestead, 2008. (R Murray)

When Torp Thompson ended his tenure in 1913, the run was subdivided into two. The southern portion, which incorporated the first Kilbride homestead, was taken over by William McQuarrie and the northern part by Adam Adamson. Adamson built a house at Duck Creek, west of Island Hill Homestead, on the site of the present-day Mason Bay Hut. His run was eventually taken over by his cousin Malcolm Adamson.[9] According to Sansom, writing in 1970, McQuarrie and his wife brought 'geraniums, fuchsias and other garden plants to their new home at Kilbride. Some of these plants still survive there.'[10] It appears that the McQuarries built the second Kilbride homestead during their tenure.

In 1922, the Kilbride end of the run was taken over by George and Stanford Leask. The Leasks were a long-standing and influential Stewart Island family. George (1899-1974) and Stanford (1906-1981) were the grandchildren of pioneer Tom Leask, from Orkney Island, for whom Leask Bay (among other places) is named. The family is still prominent on the island. The following year, Arthur Traill acquired the Island Hill run. He was married to Mateen (née Leask), so there was a strong family interest in making a success of the runs.

At this point in the story of Kilbride, it is timely to introduce the story of the house. In notes taken for her book *The Islanders*, a clearly frustrated Olga Sansom wrote 'Who built Kilbride?

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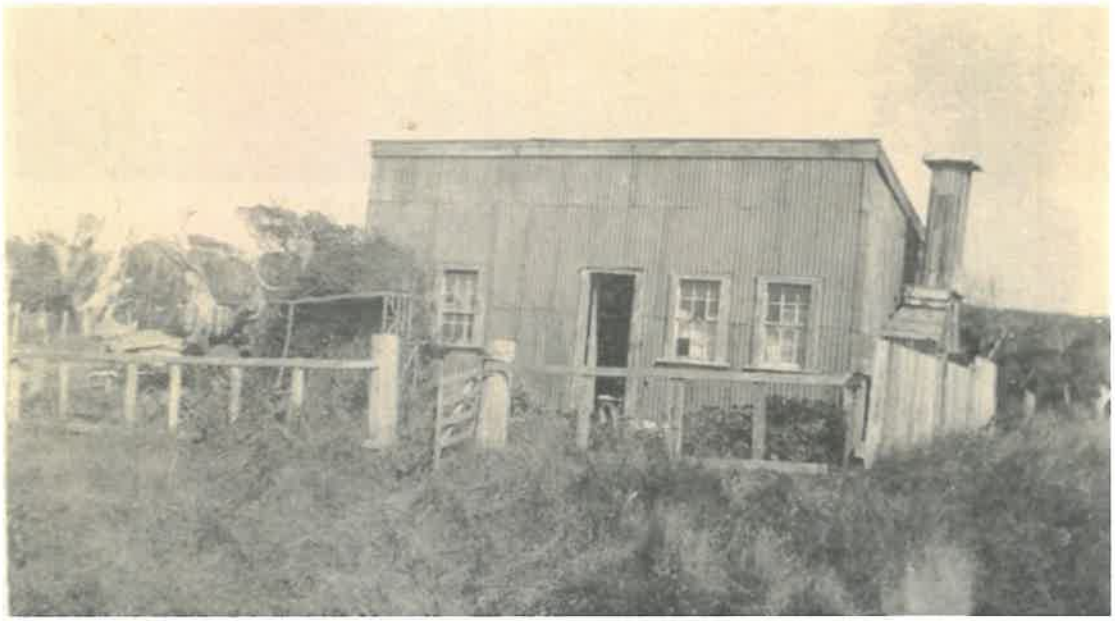
[7] Ibid.
[8] Ibid. p.193. Some of Sansom's personal information on Laura Charlton came directly from her maid Sarah Smith, who died in 1968.
[9] See Hall-Jones op. cit. pp.142-144
[10] Sansom p.199

When? Why Kilbride?'[11] It is not known if these questions refer to the present building or an earlier structures. It seems difficult to believe that a local historian and a member of the Leask family (she was the daughter of Mary Leask and Newton Jensen) would not have known who built the house. It suggests she may have been referring to the earlier buildings.

Sansom was able to discover, probably from oral sources,[12] that the first homestead, built by Torp Thompson and his family, burned down. The Knowles suggest that there is evidence that, prior to utilising the present site, other sites may have been in use. One is down the hill somewhat, not far from the beach, where there may be remains of a fireplace and house foundations.[13] Today the site is covered over by heavy grass and regenerating coastal scrub and what is there cannot be easily seen. This area may possibly have been the site of the house that burned down.

A new homestead was built (date unknown). The Stewart Island Museum holds an image, taken in 1924 by Eileen Willa (and dated by her own hand), of what is described as the Kilbride 'hut' as built by the MacQuarries (see below). The garden planted by the MacQuarries is not obvious in this photo. The same caption states that the Leasks took over the run in 1922 and later built the present house.



The second Kilbride Homestead in 1924, after the Leasks took over the run and before they built the present house. Note the multi-pane, double-hung sash windows, some of which may have been reused in the present house. (E.A. Willa, Stewart Island Museum)

It appears possible, on comparing this image with the present house, that the current house was built on the same site as the 'hut'. If that is true, it means the brothers demolished the existing building to build anew. Of course, this may have left them nowhere to live while construction took place.

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[11] MS 1416/84, Hocken Library

[12] Apart from Sarah Smith, Laura Charlton's maid, Olga Sansom had access to her many relatives, George and Stanford Leask among them.

[13] Pers. comm. Andrew Knowles 14/2/2007. The site was pointed out to Michael Kelly during a site visit at this time.

Kilbride in the late 1920s. According to Joy Knowles, it is likely that the two little girls sitting on the porch are Majorie and Nancy Traill, daughters of Arthur and Mateen Traill, who were born in 1924 and 1928 respectively. (The female holding the children might be Mateen Traill). This dates the photo to no earlier than the late 1920s. (Joy Knowles Collection)

The exact date of construction of the present house is unknown, but can be inferred from various snippets of information and some physical evidence. Marjorie Traill (b.1924) has a memory of her uncles building a house at Kilbride.[14] As she is unlikely to have been much younger than, say, two or three to have a memory of that event, it suggests a construction date of perhaps no earlier than 1927.

[14] Marjorie Traill to Elaine Hamilton (via Nancy Scholefield née Traill), 11/7/2007

1927 newspaper in north-east corner of front bedroom, 2008 (R Murray)

The newspapers used as lining behind the wallpaper are an unidentified paper of 1927 in the front bedroom and an *Otago Witness* of 16 January 1929 in the back bedroom; the presence of these papers in this situation strongly suggest the building was constructed in 1927 or shortly thereafter.

The two casement/fanlight window assemblies and the front door on the north elevation of the house are typical of the 1920s – 1930s period and are associated with the bungalow style that became prevalent for new housing by the late 1920s, as is the kitchen door. This physical evidence also places the house in the late 1920s or early 1930s.

The weatherboards are lapped, in bungalow style, rather than rusticated (the latter being the favoured building cladding of the late 19th and early 20th centuries). The weatherboards are machine-cut but not bevel-backed; they were likely to have come from a mill, probably on the Island as this would have been the most accessible source of good timber.

The house shows some evidence of recycled elements from the 'hut'. There was one multi-pane window in the back bedroom and at least one multi-pane fixed window in the verandah wall, both since removed, and there is a four-panel door in good order to the back bedroom which could possibly have come from the hut as well.

Because of its isolation, farming at Kilbride was, as at Island Hill, a singularly challenging activity. For some of the history of the Mason Bay runs, farming was only part-time, in that the farms were occupied only part of the year, centred on the summer months. Kilbride was managed like this for a considerable period. Along with sheep, the farms intermittently ran cattle, and horses were a vital means of transport and hauling.[15]

During the Depression, the farm was an important fallback for the family, as it provided them with a living during a difficult time.[16] The brothers planted 1/5th of a hectare in vegetables, a significant source of food during the worst of the Depression, when the Leasks virtually lost all means of gaining income; none of the staples – fishing, wool, mutton, gathering ambergris – were profitable.[17] Sheep numbers totalled just 270 in 1931, so low that the Department began questioning the brothers' commmitment to farming.[18] In 1933, the brothers were forced to seek remission of the rent owed on their lease, although, given that by then the Department had a standard form for such applications, financial difficulty was hardly unique to the Leasks.[19]

Before the building of the overland access route, the Mason Bay farms were almost entirely reliant on sea access. Ships and boats would call by to drop off supplies and pick up wool, and people as well. This was heavily dependent on favourable tides and weather and the farm's isolation could be exacerbated by long periods between visits. A big boon to both Kilbride and Island Hill was George and Stanford Leask's purchase of the boat *Nightingale* in

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[15] Joy Duston to Wayne Costello, Department of Conservation, Invercargill 3/3/1992, file LEO 481, Protected Plan Management – Concessions – Southland – Huts, DOC, Invercargill
[16] Ibid.
[17] Commissioner of Crown Lands, Invercargill to Under-secretary for Lands, 20/6/1933, file 8/10/103, Run 570 - "Island Hill", 571 - "Kilbride" 1932 –1984, ANZ
[18] Ibid. Commissioner of Crown Lands, Invercargill to Under-secretary for Lands, 11/9/1931
[19] Ibid.

1928.[20] This made the movement of people and goods a great deal easier, weather permitting. There was no berthage; it meant using a dray and rowboat to carry goods and people through the surf to and from the boat anchored out in the bay.

The *Nightingale* was not bought solely to ease the isolation at Kilbride. As implied above, farming did not provide a full living for the Leasks and they augmented their income by fishing and assisting muttonbirders, as well as carrying mail, passengers and cargo, in conjunction with the ferry *Wairua*.[21] In fact, the Department of Lands and Survey considered fishing to be their main livelihood, particularly during the Depression.[22] They also harvested beached whales when they appeared on the beach. The Leask brothers were not just farmers and gatherers, they were keenly interested in their surroundings and were very knowledgeable about native birds and archaeological sites.

During the 1930s the Government built a road to Mason Bay from Freshwater.[23] Constructed largely by hand, it was a considerable achievement, although the descriptor 'road' was clearly a relative one, for it was rather primitive. The road still persists in the form of the Freshwater-Mason Bay track. Accounts vary as to who was responsible for its post-construction maintenance but the farmers of Mason Bay, who benefited most from the road, did much of the work. The road was quickly adopted as the preferred route to Mason Bay, being far less susceptible to changing weather than the boat.

The process of the annual move to Mason Bay via the road is recounted in detail in Geremy and Peter Schofield's book on Arthur and Mateen Traill. Firstly, a boat took the party to the landing point on Freshwater River, where several huts were built. This was followed by driving, riding or walking the 16 kilometres along the road through the sandy and swampy flats to the homestead. To get to Kilbride, the Leasks had to continue on another 10 kilometres along the beach.

This trip was not an easy one. The biggest impediment was the section from Freshwater to Mason Bay; as a road it was frequently marginal at best. The first quarter of the trip was reasonably straightforward, albeit often wet and muddy. Thereafter the road passed through mostly swampy ground, culminating in the worst section – the Chocolate Swamp. When the Government built the road it was necessary to dig deep side drains and use the spoil for the carriageway. Over time, especially through the wettest portions, this construction failed. Bundles of manuka were laid one on top of each other until a solid bed was constructed, and then sand was dumped on top.[24] And this process had to be repeated regularly. Every trip must have been an interesting experience.

Throughout much of their tenure, the Leasks used a horse and cart to get to and from Freshwater Hut. When they got on the boat to return to Oban, the horse would find its own way back to Island Hill.[25] During the period of their tenure of Island Hill, Tim Te Aika and

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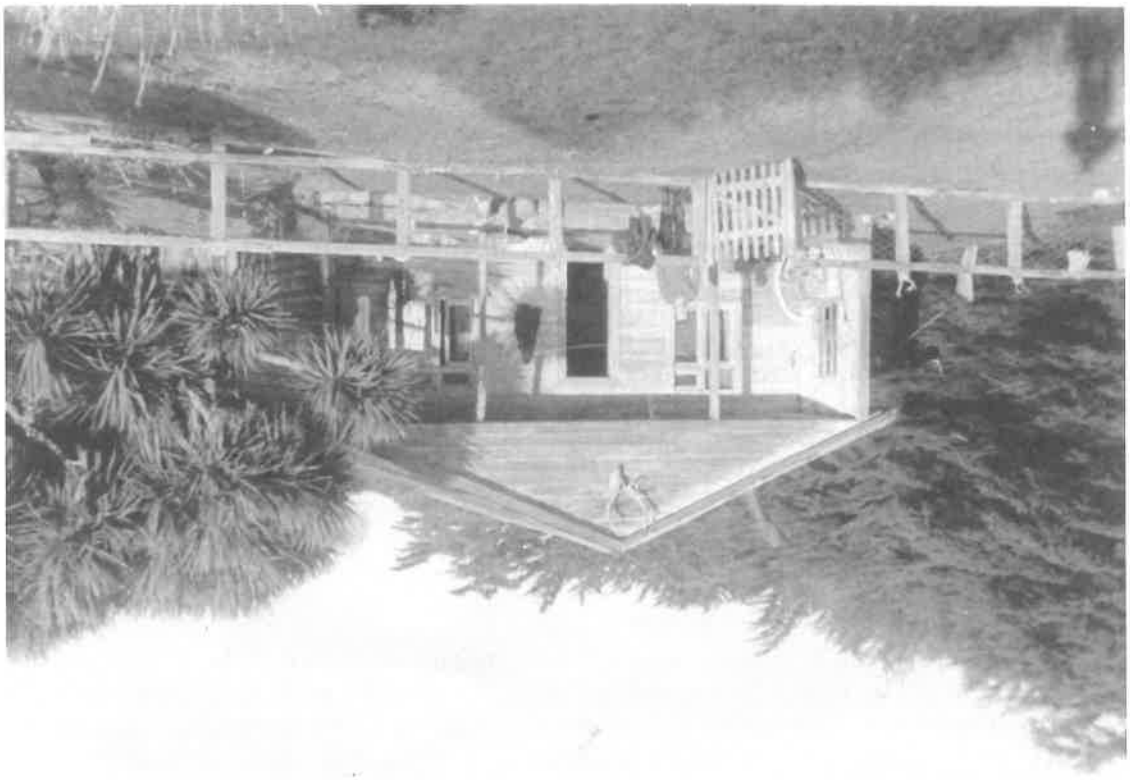
[20] Pers. comm., Joy Knowles to author, 4/2007.
[21] Pers. comm. Elaine Hamilton, curator, Stewart Island Museum to the author, 12/7/2007
[22] Commissioner of Crown Lands, Invercargill to Under-secretary for Lands, 11/9/1933, file 8/10/103
[23] Howard, writing in 1940, describes the Government as assisting 'in the opening up of that pastoral land by laying down a road from the Freshwater River to the Mason Bay flats…'. (See p.315). This suggests it was a relatively recent event at the time he was writing.
[24] Pers. comm. Tim Te Aika to the author, 14/3/2007
[25] Pers. comm. Joy Knowles to the author, 14/3/2007

his family took responsibility for road maintenance (and were paid to do so by the council), mainly because they drove heavy tractors and thought it was fairer that they did the work.[26]

George Leask on the verandah at Kilbride. This photo is not dated although the shelter belt behind is becoming well established. (Joy Knowles Collection)



[26] Pers. comm. Tim Te Aika

Kilbride Homestead in the 1960s. The cabbage tree to the left (now gone) was a small plant in the 1920s' image. Note the window in the verandah wall, later removed. (Joy Knowles Collection)

George's son Alfred (Alf) took an increasing role in the farm and assumed responsibility for much of its operation after George died in 1974. He lived at Kilbride for some of the year and augmented his income by fishing. In 1970, Joy Leask married Allan Duston, who also took an interest in the run, and fished as well. This state of affairs was cruelly ended in 1977 when Alfred and Ethel Leask drowned in a boating accident at the Gutter, a short distance west of Kilbride Homestead. This came just three years after the death of their father, and left their sister Joy without more than half of her immediate family.

After this, the farm became rather more of a hobby than an occupation. Joy and her family could only come down on school holidays, although Allan Duston used the house for fishing and stored crayfish pots there. A Lands and Survey file note in 1984 described the farm as 'basically abandoned' and the homestead as 'the bare minimum'.[27] Sheep numbers fell and by 1985 there were not much more than 200, only half of which were held within secure fences. Shearing was intermittent and the farm's infrastructure was in poor condition.

At an inspection of the farm in 1985, as part of a lease renewal process, a Lands and Survey district field officer noted that 'the house is in a poor to fair standard of repair and is infrequently lived in, providing sub-standard accommodation. The woolshed was destroyed in a recent storm. There are three other minor sheds, being a tractor, store and tool shed.'[28] The officer recommended the lease be renewed, over a greatly reduced area, partly because of Joy Duston's association with the area. The Royal Forest and Bird Protection Society disagreed and wanted the lease ended to protect what it saw as important conservation values. An initial six month lease was offered, followed by a four and a half year lease. Joy and Allan Duston separated soon after and Joy continued as the sole lessee of Kilbride.

With the formation of DOC in 1987, the scene changed again. The lease expired in 1990 but the matter ran on for another year before negotiations started. In December 1991, a blunt letter from the Southland Conservancy to Joy Duston sought her response to the possibility of the sheep being removed, the licence limited to a short term and, ultimately, discontinued.[29] This extracted a lengthy and passionate response from Joy Duston, who attempted to argue that her family should keep the lease for emotional reasons, as well as for its role as an on-going farm.[30] In 1993, while negotiations continued, the property was again visited and described as follows:

> The building has been worked on extensively over the years and provides a basic and weatherproof accommodation. The kitchen and ablution area has been upgraded and the exterior stained. Overall the house while retaining its historic character (circa 1900s) is in reasonable condition.[31]

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[27] File note, undated, 1984, file 8/10/103
[28] Report by District Field Officer I. McK. Morrison for Issue of Licence to Occupy – Kilbride Run, 17/6/1985, Lands and Survey file HO 8/10/103
[29] Wayne Costello, Southland Conservancy, DOC to Joy Duston, 9/12/1991, LEO 481
[30] Joy Duston to Wayne Costello, DOC 3/3/2007
[31] Field Centre Manager, Stewart Island to Manager, Estate Protection / Use, Southland Conservancy, 26/1/1993, LEO 481

That year Joy Duston obtained two licences – a grazing licence for two years and a licence for the homestead for five years. In 1994, following her marriage to Andrew Knowles, the homestead licence was changed to Joy Knowles. The following year, Andrew Knowles' name was added to the homestead licence. Finally, in 1998, the Knowles' gained a 10 year licence, subject to ending sheep farming, removing fences (except around the homestead), and managing weeds.

Sheep on the Kilbride run. (Paul Duston Collection)


The Duston family arriving for an extended stay at Kilbride, ca.1980s.
(Paul Duston Collection)

## 2.2 Chronology of events

| | |
|---|---|
| 1868 | Paper town of Kilbride is planned at Mason Bay (in the general location of the present homestead). |
| 1874 | First pastoral run established on Stewart Island at Freshwater Flats, by Matthew Scott. It soon fails. |
| 1879 | Pastoral run 419 established for Mason Bay and auctioned off. Successful bidder is William Walker of Invercargill. |
| 1884 | Walker takes up his run and builds a homestead, Island Hill, named after a granite landmark inland from the bay. |
| 1898 | Walker sells the lease to Welles Charlton, who manages the property with his step-sons William and Cyril Thompson. |
| 1902 | William 'Torp' Thompson and Duncan Dundas take up newly proclaimed run 533 at the southern end of Mason Bay, named Kilbride after the paper town. A homestead is built on the flat and later burns down. |
| 1913 | Kilbride run divided in two. Southern portion, with homestead, taken over by William McQuarrie; northern portion by Adam Adamson. Second homestead, the 'hut', built on or after this date. |
| 1922 | Kilbride run acquired by George and Stanford Leask. |
| 1923 | Arthur Traill acquires Island Hill. |
| 1927 | Present homestead built at Kilbride about this date, or possibly later, by the Leask brothers. |
| 1928 | George and Stanford Leask purchase the *Nightingale*. |
| 1930s | Depression threatens future of the Leask's lease. |
| 1930s | Government builds road from Freshwater to Mason Bay. |
| 1942 | Stanford Leask leaves Kilbride and takes over Island Hill from Arthur Traill jnr. |
| 1948 | George Leask marries Myra Gosling. They have three children – Alfred, Ethel and Joy – and George gives up full-time farming and occupation of Kilbride. |
| 1970 | Joy Leask marries Allan Duston. |
| 1974 | George Leask dies. Kilbride inherited by family and farming continued by Alf Leask. A number of changes to the house are undertaken after this time. |
| 1977 | Alf and Ethel Leask drown in a boating accident at the Gutter. Farm goes into decline. |
| 1978/79 | Extensive work undertaken on house (see modifications). |
| 1985 | Lease on Kilbride renewed by Lands and Survey after considerable debate. Land limited to 14 hectares plus house. |
| 1993 | Joy Duston obtains two licences – a grazing licence for two years and a licence for the homestead for five years. |
| 1998 | Joy and Andrew Knowles gain a 10 year licence for the homestead. |

## 2.3 Architect/designer

There is no evidence of the involvement of a separate designer or architect for the Kilbride Homestead. Stanford and George Leask built the homestead, and it is assumed that one or both also designed the building.

## 2.4 Modifications

Not much is known about the history of modification of the building, apart from the changes known to Joy and Andrew Knowles and physical evidence of change. Specific dates are provided where known; otherwise general dates are used. The sources for many of the dates are either Joy and Andrew Knowles or Paul Duston.

***Exterior***

*Subfloor*

| | |
|---|---|
| 1978 | Foundations renewed |

*North (front) elevation*

| | |
|---|---|
| (undated) | Window to west wall of verandah removed |
| 1978/79 | Verandah post replaced |
| | Weatherboards on west wall of verandah replaced and single window removed |
| 1980s | Verandah ceiling relined (plywood) |
| Various (ongoing) | Repairs to verandah floor |

*East elevation*

| | |
|---|---|
| 1978 | Second water tank installed |
| | Door from kitchen replaced by window |
| 1995 | Tank stand rebuilt |

*South (rear) elevation*

| | |
|---|---|
| 1978 | Window added on eastern (kitchen) side of wall |
| | Lean-to built |

*West elevation*

| | |
|---|---|
| 1993 | Chimney rebuilt |
| (undated) | Large window replaced with small casement window to back bedroom |

*Roof*

| | |
|---|---|
| 1978/1979 | Roofing replaced, various framing repairs |

***Interior***

*Lounge / dining room*

| | |
|---|---|
| 1975 | Lounge / dining room and ceilings lined. |
| 1978/79 | Walls relined and painted and ceiling painted |
| c.1980s | Carpet from South Sea Hotel laid |
| 1993 | New fireplace built in conjunction with chimney repairs |
| 2006 | Walls and ceiling repainted |

*No.1 bedroom*

| | |
|---|---|
| Late 1950s | Wallpaper painted |
| *No.2 bedroom* | |
| 1980s | Double hung sash window replaced with two casement windows |
| *Lean-to* | |
| 1978 | Lean-to and new door built; meat safe removed from kitchen |
| *Kitchen / laundry* | |
| 1978/79 | Walls lined, ceiling panels added |
| 1978 | Wetback added |
| | Door replaced by window |
| | Bath removed and replaced by shower in lean-to |

Re-roofing of Kilbride underway, ca.1980s. (Paul Duston Collection)

## 2.5 Description

### *2.5.1 Mason Bay*

Mason Bay is a long sweeping crescent at the western seaboard of Stewart Island with fifteen kilometres of broad and shallow white-sand beach between land and sea. The beach runs into sand dunes at the landward side and the ground rises off into hills inland. From Kilbride, the arc of the bay terminates on a prominent headland to the west and the rocky bulk of Codfish Island to the far north. Rugged hills dominate the skyline, particularly to the north where the beach runs out and the sea crashes directly in to the land. The bay lets directly out to the Southern Ocean and the prevailing westerly winds sweep through it almost incessantly. The coastal scrub is low, dense and windswept.

Mason Bay features a substantial coastal sand dune complex, one of the most extensive and unmodified in New Zealand. Following the cessation of farming activities in the area the land is slowly recovering and reverting to the wild and a more natural condition. This is assisted by an ongoing DOC programme of spraying weeds and the introduced marram grass in an attempt to return the vast coastal dune area to a more authentic pre-European condition. The bay area is nationally recognised as having very high natural conservation values and is home to a number of important threatened plant and animal species.


Kilbride Homestead and its surroundings, pictured from the air. Note Leask Creek, bridge and tractor shed, and the regenerating coastal scrub. (Google Earth, 2008)

### 2.5.2 *Immediate setting*

The former Kilbride Run originally extended nearly 10 kilometres north of the present homestead and occupied, at its largest before being sub-divided, almost 1,400 hectares of wild coastal land. The land is open, mostly low level and undulating, running off in to low foothills to the east, and down to the water at Mason Bay to the west, and has a variety of terrain, mostly sand dune or swamp. The coastal dunes provide a small amount of shelter for the land along the length of the run. The homestead is set at the southern end of the run above Leask Creek and is sited well back from the beach.

Leask Creek is a prominent element in the landscape around the southern end of the former Kilbride Run; it winds a serpentine course through the farmland and lets out to the southern extremity of the beach. A set of cartwheels and an axle belonging to a former farm cart has

been an archaeological feature at the mouth of the creek for many years, this moves as the beach changes.

There were two main points of access to the Kilbride Homestead at the southern end of the beach, a shallow ford at the mouth of Leask Creek, leading to a farm track that approached the homestead from the south and west over the back of the dunes behind the creek, now heavily overgrown, and a second track with a low heavy timber bridge crossing the creek further up the stream which is still in place today, albeit in some disrepair. The latter route was used as the main access to the homestead and this is the main direction that the homestead is now approached from.

The farm buildings were constructed close to the homestead, sited just across the creek. One of these buildings still stands, the tractor shed at the deer paddock.

The tractor shed is a rough but hardy low construction of corrugated iron and timber with a mono-slope roof, penned in by a deer fence and still containing the farm's tractor. A homebuilt trailer lies nearby and illustrates the most common means of transport used on the farm through the 1970s and 1980s. The shed is set in a relatively sheltered spot near the creek and behind the dunes running down to the beach. The deer fence alludes to an important source of income for the farm in its later years – that of live deer capture.

The remains of the old woolshed, lost to weather in the 1970s, are barely evident above the creek to the west of the homestead. A family painting of the bay shows the woolshed as a plain gabled timber box with a rusty and sagging corrugated roof, bleached timber cladding and modest timber joinery, set on an exposed rise and prominent in the view out to the Southern Ocean from the homestead. The largest surviving element of the woolshed that can be seen today is the stationary engine for driving the shearing heads. This is a heavy cast-iron piece, and is found more or less in its original position (now fallen on its side).

A site to the north-east of the homestead, on a flat paddock area tucked in behind dunes and near two rows of rotting stumps of shelter-belt trees, is a possible location for the previous Kilbride homestead,[32] but there is no visible physical evidence of a building in that area.

Although some of the farm fencing is still in place, much has been progressively removed as a condition of a previous lease. There is a miscellany of other farm items and artefacts now hidden in the long grass.

### 2.5.3 *Homestead Site*

Approaching the Kilbride Homestead along the farm track off the beach, the absolute remoteness of the setting is striking, as is the distinctive trace of the farmland in the vegetation – further to the east of the homestead the coastal bush is encroaching back over the former paddocks, but from there to the sea is grassland that is only very slowly reverting to coastal scrub. Prominent in this former farm landscape is the towering macrocarpa shelter belt to the west of the homestead, providing essential cover to the house site against the prevailing westerly winds. The homestead and its immediate outbuildings are tucked closely in to the shelter of the macrocarpa on a knoll rising above Leask Creek.

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[32] this area identified by Paul Duston on site visit of 7 April 2008 as being known to the Leask family as the "homestead paddock"

The house site is a comparatively small, but distinctively open, area in the wider coastal landscape. It is surrounded by long grass and is partially fenced. The fence more or less defines the open area and sets a boundary to the regenerating coastal scrub that surrounds the homestead. A mint patch at the east of the open area is an important remnant of the former garden, and the sole survivor of the exotic food plants originally introduced.

The outbuildings directly associated with the homestead comprise a small long-drop toilet to the south and a small shed to the west in the macrocarpa. The shed is clad in board and batten and has a shallow-pitched roof and old timber window and door joinery. Although weather-beaten it remains in fair condition today. There was an open utility shed nearby, this was lost to the weather in fairly recent history.

*Homestead – Design*

The Kilbride Homestead appears to have been designed by the Leask brothers – there are no records of an architect or designer having been involved. While the homestead is by necessity a relatively plain and ultimately utilitarian building, it has architectural interest.

Like its counterpart at Island Hill, it is not a design showpiece. It is instead an excellent example of the particular building that could be built in that place, for that purpose, and with the materials available at the time. The architectural value relates to that vernacular quality and is enhanced by the care taken with the arrangement of the building, its elegantly composed front elevation, efficient space planning, uncomplicated use of simple materials and a particular physical and aesthetic fitness to its spectacular site and isolated location.

*Homestead - Exterior*

Kilbride Homestead is a small and modest retangular timber house with a shallow-pitched gabled corrugated steel roof and a small lean-to set at the rear across part of the width of the building. The main ridge line runs more or less north to south, with the front verandah facing the view north out over Mason Bay to the Southern Ocean beyond. The walls are clad in heavy timber clapboards,[33] presently protected with a distinctive red-oxide stained finish; part of the lean-to is finished in metal weatherboard-style cladding. The windows and doors are all timber, but are in several different styles. There is a substantial brick chimney on the west wall, and two water tanks on a timber stand at the south-east corner of the house.

Paul Duston noted that one of the reasons the building was given a dark stain finish was that the original white colour scheme was unduly attractive to bumblebees.[34]

The wall and roof framing and foundations are in timber. The pile foundations are variable in type and quality and the house is not especially well attached to them. The ground is built up around the west and south sides of the house but falls away to give good moisture and ventilation clearance to the sub-floor on the other two sides.

The principal elevation is the northern one; this is seen on the approach to the homestead from the beach. This elevation is symmetrically composed about the centreline of the house and is given architectural interest with its lined verandah supported (visually, at least) on two slender round poles. A set of antlers decorates the top of the gable above, in fine back-

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[33] plain boards lapped over one another, as opposed to bevel-back boards
[34] pers. comm. Paul Duston to Russell Murray on site visit of 7 April 2008

country tradition, giving a nod to some of the deer-stalking and capture activities that took place on the farm and in the wider area. The verandah soffit is in a feature plywood with a varnished finish. The verandah deck is in broad timber planks with a painted finish. Sansom had described how pieces of ambergris on the verandah had melted and 'painted' the deck. The heat of the sun, she noted in 1970, "brings out the strong ambergris smell".[35] This is no longer evident and none of the family has commented on it.

The entry door is a panelled door with a glazed top light and vertical timber panels below. It is flanked symmetrically by two matching casement window assemblies, each with two top lights and two main lights. The style of the doors and windows on this elevation is characteristic of the period from the 1920s through to the mid 1930s[36]. One window is now fixed shut to deter forced entry to the building and one has been re-glazed in clear perspex to minimise further breakage. A simple timber and wire fence with a battened gate encloses a small front yard area outside the verandah.

Save for minor changes, such as the removal of the original window on the west wall of the verandah, the modern verandah soffit and the current colour scheme, the main elevation looks almost exactly as it did in the late 1920s. The other elevations are rather more utilitarian in their arrangement and fittings.

The large brick chimney base is the main feature on the west elevation. The chimney was partially re-built in 1993 with a concrete block flue and crude cement weathering to the house. There is also an odd casement window to the back bedroom. By the shape of the repairs made to the wall (most visible from the interior), the latter appears to be a replacement for a previous double-hung window. At the south, the small lean-to projects from the main body of the house. This is partly clad in profiled metal weatherboard-style cladding and partly in vertical clear corrugated acrylic sheet at the back porch. A short run of spouting discharges water from this roof to ground. The building's main spouting is on the east elevation; this feeds the two water tanks, one in corrugated iron, which sit on a timber stand at the south-eastern corner of the house. Adjoining the stand is the kitchen window – changes to the cladding here show that a door once occupied this position.

The roof has modest eave overhangs, particularly at the gable ends. There is a trace of soffit lining visible above the rafters at the north-east corner of the house, but it is not clear whether this is original fabric or not. The present roof cladding is modern corrugated colour steel, probably dating from the 1980s or later, and is in fair to poor condition at the edges and good condition elsewhere. The spouting is modern PVC.

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[35] MS 1416/84, Hocken Library

[36] when the Californian Bungalow as at the height of its popularity in New Zealand

Front (north) elevation (R Murray)

East elevation (R Murray)

South elevation (R Murray)

West elevation (R Murray)

*Interior*

The house has a compact plan of just 80 m² including the verandah and back porch and is a model of efficient and economical use of space. There are four main rooms: two bedrooms, a living room and a kitchen. The small lean-to contains a shower and storage area and lets on to the back porch. There is a minimal amount of circulation space with no halls or passages.

Key plan

The front door opens directly to the living room, the largest of the main spaces. This room has a large brick fireplace and hearth with an old timber mantel and two original hand-made built-in cupboards set in the south-east corner, as well as a more contemporary softboard tile ceiling. The room is distinctively furnished with a patterned carpet recycled from the South Sea Hotel in Oban (this carpet is also fitted in both bedrooms). The room is comparatively well lit by the door and window, helped by a white paint colour to the walls and the ceiling (the interior face of the window is clear finished).

The door to the front bedroom is a ledged tg&v door, apparently found on the beach. This room has been little altered over time. It has a fine matchlined timber ceiling, unpainted, with a simple cornice, and papered walls. The paper, in fair to poor condition generally, has been painted in yellow and aqua and gives the room a lively appearance. The paper is backed on old newspapers (dating to 1927) over scrim on sarking and these give an indication of the house's age.. The room is furnished with an interesting cast iron four-poster bed under the window, a pair of bunks and a simple home-made cabinet built from material off the beach. The timber window is clear finished on the inside.

The kitchen door is in the south-east corner of the living room. The door is a panelled timber door with top horizontal panel and vertical panels below, varnished. The kitchen is a simple rectangular space, lined out in hardboard and with an unfinished exposed timber floor. There are built-in cabinets and shelves, a sink-bench, a coal range in a simple brick enclosure on a rough concrete plinth, a gas fridge and the copper hot water tank, fed from the wetback on the range. The utility area opens directly off the kitchen through a large untrimmed opening. This contains a modern shower with a stainless steel tray and formica walls and an open-framed storage area. The back door is a plain four-panel door of uncertain provenance.

The back bedroom is accessed off the kitchen through a painted four-panel door. This is a dark space, due to the small window looking out under the macrocarpa shelter belt, the dark ceiling (mainly stained plywood) and the dark furnishings. This room is finished similarly to the front bedroom, with wallpaper backed on newspapers (a paper from 1929 is visible near the window) over scrim on the wall sarking and lining and contains a double bed.

The interior of the house, despite (or perhaps because of) ongoing change over its 80-odd years of life, retains a strong sense of historic authenticity.

Living room/dining room (R Murray)

Living room/ dining room – original built-in cabinetry (R Murray)

Front bedroom (R Murray)

Front bedroom – note condition of wallpaper (R Murray)

Back bedroom – note condition of wallpaper (R Murray)

Kitchen (R Murray)

Lean-to (R Murray)

### 2.5.4 *Building services*

The building has no electrical service. Lighting is presently by candle and lantern.

Water is collected from the roof, heated by the wetback on the coal range and supplied to kitchen sink and shower. Visible piping is copper for water supply and modern plastic for the wastes. The grey water is discharged to a grey trap away from the house.

The fireplace in the living room and the coal range in the kitchen provide heating.

The long drop toilet is a small utilitarian structure in plywood and corrugated iron a metre square in plan and finished with a mono-pitched roof. It stands around 20 metres from the house to the southeast, just below the top of the knoll.

A modern brick outdoor barbeque stands just to the southeast of the water tanks. The former meat-safe can be found behind the first row of macrocarpa to the west side of the homestead.

### 2.5.5 *Structure and structural fabric*

The house is timber-framed throughout, and the walls are all conventionally lined with sarking boards, as far as can be seen from the accessible parts of the structure. An inspection of the attic space reveals the framing arrangement to roof, walls and ceilings is somewhat eccentric and variable, and that different parts of the house have been built in quite different ways. Most of the visible framing is in rimu and is in typical rough-sawn sizes. This is likely to have been procured from mills on the Island.

The floor structure is more or less conventional, with regularly spaced joists and bearers supported on piles; the piles are spaced erratically, are of mixed quality and are not well attached to the bearers. The flooring is in timber floorboards throughout, except in the lean-to, which is particle board.

The wall structure, to the extent that it is visible in the ceiling space, is of variable construction. The majority of the interior walls have no top plate, with the stud ends projecting up and trimmers and ceiling joists etc. fixed to the sides, whereas the exterior walls have plates and let-in braces (one brace partially visible under the south-east window in the kitchen from outside).

The roof structure shows signs of having been repaired, perhaps several times; the framing on the east side is quite different to that on the west side. The two halves of the roof no longer connect at the ridge board, and several rafters now do not connect to the ridge board either; the eastern half has jack framing supporting it down to the ceiling below. There are many struts, props and cleats that serve to keep the roof together.

The ceiling joists are in a variety of sizes and run in different directions to suit each room. Some of the joists are laid "on flat" with little regard for conventional practice. The more modern ceiling linings are fixed on small timber battens below the joists. Most of the joist spans are supported with ceiling runners. The accessible timber members are as follows:

| *Member* | *Sizes* |
|---|---|
| Purlins | 3 x 2" and 4 x 2" on flat, variable centres |
| Rafters | 4 x 2", variable centres, typ. 800 mm |
| Ridge board | 8 x 1" |
| Ceiling runners | 8 x 2", various spans |
| Ceiling joists | 4 x 2" and 6 x 2", various centres and orientations |

| | |
|---|---|
| Ceiling battens | 2 x 1" to pinex ceilings |
| Weatherboards | Ex 8 x 1 ½" (170 mm on face when laid, 30 mm thick) |
| Studs | 100 x 40 and 100 x 50, typ. 450 centres, quite variable |
| Bottom plate | 4 x 2" |
| Let-in braces | 6 x 1" where visible |
| Sarking – interior | nominal 1/2" to interior walls generally, rimu |
| Sarking – exterior | 1" to exterior walls |
| Floor boards | 135 mm on face, probably ex 6 x 1" dressed matai |
| Floor joists | 4 x 2", 510 c.c. where measurable |
| Bearers | 4 x 2", single and doubled |
| Piles | Various, including tree rounds, split piles, square timber piles and concrete piles, roughly 1 m centres throughout |

# 3. Significance assessment

## 3.1 Assessing heritage values

The New Zealand Historic Places Trust (NZHPT) has a statutory role under Historic Places Act, 1993 to assess historic significance. This makes it the New Zealand authority in this matter and the Department of Conservation has adopted the NZHPT assessment system for reviewing and assessing heritage values.

The current NZHPT assessment criteria are: Historical, cultural, aesthetic, archaeological, architectural, scientific, social, spiritual, technological and traditional significance or value. For the purposes of this Conservation Plan , these criteria have been amalgamated into three general headings. These are as follows:

- Historic
- Physical
- Cultural / Social

## 3.2 Statement of cultural heritage significance

### *3.2.1 Historical*

Kilbride Homestead has historical significance for its role in the long but generally unsuccessful story of farming on Stewart Island. If there was any notable achievement in the history of Stewart Island farming, it lies in the triumph over adversity rather than sheer economic return. Farming at Kilbride exemplifies this. There were any number of better places to farm throughout New Zealand but the lessees of Kilbride, as with Island Hill and the other Stewart Island runs, decided to make a go of it there. In this regard, those who opted to do so were not much different from those who tried to farm the Subantarctic islands of Campbell and Auckland. They saw an opportunity and tried to make it work. It may verge on the inexplicable today, but the pioneering spirit was a difficult thing to quell.

Island Hill and Kilbride have been described as among the most isolated of all New Zealand runs, especially before the road was built.[37] It is difficult to compare these runs with, for example, back country stations in South Island or World War I soldier settlements along the Whanganui River, which were once days of travel from civilisation. And they were certainly not as isolated as the Chathams or the Subantarctic. Nevertheless, the above statement does not exaggerate their isolation. Before the 'road' was put in, they were dependent on vessels calling and such visits were sporadic. Those visits were, in turn, weather dependent, and the western side of Stewart Island faces the prevailing weather. This was pioneering farming in the early 20th century.

Kilbride Homestead therefore stands as the most visible and substantive reminder of nearly 100 years of farming of the Kilbride Run in a spectacularly dramatic and challenging environment. It is the most significant part of an assortment of farming remains, including, outbuildings, bridges, fences and abandoned machinery, which collectively tell an interesting and important story.

Kilbride's farming past is an historically important part of Stewart Island's history. The Leask family, who for a period farmed both Kilbride and Island Hill, and almost certainly

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[37] Schofield p.25

built Kilbride Homestead, are one of the best known and historically important of the Island's families.

### 3.2.2 *Setting*

Mason Bay provides a dramatic setting and an extraordinary site for Kilbride. This is a spectacular and authentic natural landscape, one little changed over millennia and one that provides a rare quality of experience for visitors. The landscape directly illustrates the challenges of living and farming in this most isolated place.

The significance of the homestead is complemented by its setting in the wider landscape and is further enhanced by the open spaces around the complex, the surviving outbuildings and the collection of farming buildings, structures, remains and equipment that are visible or can be found nearby (particularly the shed, tractor shed, access bridge over the creek and the fences), and the exotic vegetation, including the macrocarpa and the mint patch. All of these play an important part in placing the homestead in a rich historic landscape and one that creates a distinctive image of 20th century farming.

If more of this infrastructure was lost, the building would also lose some of an important wider context. However, even without the associated infrastructure, the homestead itself tells an interesting and important story about more than a century's worth of efforts to farm at Mason Bay. For visitors to the bay who travel to Kilbride, there is considerable potential for interpretation to enhance the value and historic qualities of the site.

### 3.2.3 *Architectural and technical/scientific*

While almost certainly not designed by a professional, nor built by one, Kilbride Homestead has architectural and technical interest.

Compared to similar buildings on the mainland, the homestead is of modest architectural and technical significance. This is because it is a relatively simple building with few features of overt architectural interest and is necessarily utilitarian in its basic form, fabric and arrangement.

Technical interest derives in large part from the homestead's remote location. The construction had to overcome the major barrier of the isolation of the site (amplified by Stewart Island's separation from the mainland) and the great difficulty of providing materials and labour to that location. There is some interest in the variety of construction techniques that have been used, even though the materials and components themselves are common in the wider Southland area.

The architectural significance of the homestead rests on its vernacular qualities, its careful composition and space planning, the elegant front elevation and in the uncomplicated use of simple materials; this is enhanced by its particular physical and aesthetic fitness to its spectacular site and extraordinarily remote location.

While the building has been changed over time, the changes have been modest and pragmatic and illustrate clearly the ongoing use and adaptation of the building; it still has a strong sense of authenticity. That the homestead still stands 80 years later is a testimony to the general soundness of its construction (whatever the eccentricities of its assembly), the level of ongoing maintenance it has received throughout its life, and the great wisdom or prescience shown in planting the macrocarpa shelter belt to the west of the building.

### 3.2.4 *Social and cultural*

The Leask family has played a significant role in Stewart Island history and their on-going relationship with this house is an important one. The house is of particular significance to Joy Knowles and her family. The strong emotional connection she and her family have to the farm is derived from the long association with the house and property. Underlining this is the house's proximity to the Gutter, where Alfred and Ethel Leask drowned. Kilbride is also a place well known to Stewart Islanders, some of whom would have visited or stayed there and who recognise the importance of the Leasks as multi-generational Islanders.

Writers have described Kilbride's role in the Stewart Island cultural and physical landscape in eloquent terms. Writing in 1970, Olga Sansom affectionately described the homestead as '...growing old now, as old as its lone cabbage tree. But save your sympathy. Its big open fire is always young. Blue and green flames dance up the chimney, spirits of old boats that rode this coast and left their timbers, covered with shreds of copper sheathing and pinned with old copper nails, to give added beauty to the blaze.'[38]

Historian John Wilson in 2006 recalled a trip to Mason Bay in 1985. He thought the homestead '...would not have looked out of place in a Christchurch suburb. Here with the rugged hills between Mason Bay and Doughboy Bay behind it, looking north-west up the magnificent curve of Mason Bay to the Ruggedy Mountains, it assumed a potent, symbolic importance, speaking of the tenuous hold the people had on this wild land.'[39]

## 3.3 Heritage inventory

### 3.3.1 *Degrees of significance*

For the purposes of this plan it is considered that two degrees of significance are sufficient to delineate the status of the fabric of Kilbride Homestead.

Most of the fabric of the building is of sufficient age and integrity that it can be regarded as having heritage significance. In general, changes made to the house over time, particularly those made to ensure its continued liveability, can also be regarded as being of at least some significance. All other items are regarded as of little or nil significance.

The degrees of significance used in this inventory are therefore as follows:

1 Significant.

0 Not significant, or of little significance.

### 3.3.2 *Inventory of spaces and fabric*

As outlined in 2.4 *Modifications*, the house has had a number of changes over its life. Nevertheless, it still retains a considerable amount of original material and significant fabric. Among the most important parts of the interior building fabric are the remaining finished surfaces – flooring, wallpapers and the ceiling in the front bedroom, as well as the original exterior joinery on the front of the building.

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[38] Sansom p.206

[39] Wilson J. 'The Island of My Heart and Dreams: Stewart Island', in McLean G. and Gentry K. 2006, *Heartlands: New Zealand Historians Write About Where History Happened*, Penguin, Auckland p.48

In terms of ranking the heritage fabric, it is simpler to state that everything in the house can be considered heritage fabric (ranking 1) with the exception of the following:

*Exterior*

Verandah post (replacement), lean-to (on south elevation), modern windows on east, south and west elevation, chimney flue (on west elevation)(chimney base is original and ranking 1).

*Interior*

*Lounge / dining room*

Wall linings, cornice and ceiling tiles, fireplace and hearth (excluding the timber surround and mantle and chimney bricks)

*Kitchen / laundry*

Wall and ceiling linings, sinkbench unit.

*Bedroom 1*

None (all ranking 1)

*Bedroom 2*

Double pane window, remainder of fabric ranking 1

*Lean-to*

Entire lean-to structure.

*Setting*

In terms of the heritage values of the immediate setting of the house, the following items are all ranking 1:

- Open space and lawn area around the house,
- Exotic plantings (macrocarpa shelter belt and mint patch),
- Remaining fences,
- Outbuildings – shed and long-drop toilet,
- Bridge,
- Tractor shed,
- Deer paddock and associated fencing.

# 4. Influences on conservation policy

## 4.1 Owner's objectives

Following discussions on site with Paul Duston, the Kilbride Family Trust's requirements for the homestead are simply to maintain the building in its present form after having carried out the necessary repairs. No upgrading is desired or was felt to be necessary for the homestead or the Trust's use of it. The work that is to be carried out includes the following –

- execution of necessary repair work and deferred maintenance work to secure the building and its fabric for the future;
- repair of wallpaper in the two bedrooms to a tidy and secure condition;
- replace the coal range and wetback with a matching unit;
- general cleaning, tidying, vermin-proofing etc..

In respect of potential changes to the site and remaining infrastructure, the Trust wishes to reinstate an implement shed that previously existed at the back of the current shed, to store firewood and materials for repairs and maintenance work and also to renew the water tanks which are near the end of their service life.

Refer to the Appendices for a schedule of repair works for the homestead and a Maintenance Plan pertinent to the homestead (and outbuildings).

## 4.2 Appropriate use

It is possible that the ongoing use of Kilbride Homestead will include an increase in visits by the general public and some intensification of the present intermittent use by the Kilbride Family Trust.

An important part of the heritage value of the homestead is related to its use by the same family over its entire life and to the domestic scale and intensity of that use. The homestead and its associated infrastructure are set up to support that use. To help maintain the heritage values of the homestead it is important that any potential intensification of use is carefully limited to fall within the existing capacity of the building and the resources available on site to support such use.

The homestead presently sleeps eight and has limited water supply, toilet, ablution and storage facilities. Prudent management would restrict the number and frequency of visitors to a level that the homestead could consistently support without requiring the owners to change the building or its infrastructure.

It would be inappropriate to upgrade the building, its infrastructure, or the surrounding area to accommodate substantially greater numbers of visitors – both a significant increase in use and any concomitant upgrading would have adverse effects on heritage values. Instead, the future use of the homestead should be carefully monitored and restricted to a level that avoids any pressure to upgrade the building or its infrastructure. This will also minimise risks of damage and wear and tear and other visitor-related threats.

Offsetting this, a more steady occupation of the homestead is likely to have positive overall effects and benefits - a building in constant use is generally less likely to deteriorate than one used intermittently.

### 4.3 Building Act 2004

The Building Act 2004 came into substantial effect on 31 March 2005, superseding the previous Building Act 1991. The following matters are of particular relevance to existing buildings and may apply to certain works undertaken to Kilbride Homestead.

Note that in general terms, all of the work proposed for maintenance and repair in this Conservation Plan falls in to the ambit of Schedule 1 – exempt building work – of the Act. This work does not require a building consent but must be carried out in accordance with the requirements of the Building Code.

However, any future upgrading or addition or alteration to the building, or a change of use – such as from private to public accommodation, may require Building Consent approval and trigger some of the requirements set out below.

Kilbride Homestead is in a remote location, accessible only by foot or air and does not have power. In terms of building type and use, it will effectively be a "back-country hut". The Department of Building and Housing has recently consulted on proposed changes to the Building Code to reflect the different requirements of back-country huts. The effect of these changes may be to reduce the impact of some of the requirements set out below.

*Repair and Maintenance (Schedule 1 Exempt Building Work)*

A building consent is not required for 'any lawful repair and maintenance using comparable materials'. However, all work is required to comply with the Building Code.

*Principles to be Applied (section 4)*

Assessment of building work subject to the Act is required to take into account, amongst other things, the importance of recognising any special traditional and cultural aspects of the use of a building, and the need to preserve buildings of significant cultural, historical or heritage value.

*Historic Places (Section 39)*

When a territorial authority receives an application for a project information memorandum for a registered historic place, historic area or wahi tapu, it must inform the New Zealand Historic Places Trust. Kilbride is not a registered historic place.

*Building Consents (Section 40 - 41)*

It is an offence to carry out building work not in accordance with a building consent (except for exempted buildings in Schedule 1 of the Act). Section 41(c) allows for urgent work, such as emergency repairs, to be carried out without a consent, but such work is required to obtain a Certificate of Acceptance directly after completion.

*Compliance Schedule and Warrant of Fitness (Sections 100 – 111)*

A compliance schedule is required for a building that has specified systems relating to means of escape from fire, safety barriers, means of access and facilities for use by people with disabilities, fire fighting equipment and signage.

Kilbride Homestead does not currently have any specified systems and does not require a Compliance Schedule or annual Warrant of Fitness. A change in use that did not greatly intensify the occupation of the building would be unlikely to change this status.

*Alterations to Existing Buildings (Section 112)*

Alterations to existing buildings require a building consent. It is required that the building will 'comply, as nearly as is reasonably practicable and to the same extent as if it were a new building, with the provisions of the building code that relate to:

(i) means of escape from fire; and

(ii) access and facilities for persons with disabilities,

and continue to comply with the other provisions of the building code to at least the same extent as before the alteration'.

Alterations that do not comply with full requirements of the building code may be allowed by the territorial authority if they are satisfied that:

'(a) if the alteration were required to comply ... the alteration would not take place; and

(b) the alteration will result in improvements to attributes of the building that relate to (i) means of escape from fire; or (ii) access and facilities for persons with disabilities; and

(c) the improvements referred to in paragraph (b) outweigh any detriment that is likely to arise as a result of the building not complying with the relevant provisions of the building code.'

It is not proposed to alter the homestead at this point and these requirements are not triggered by the proposed repair and maintenance works.

*Change of Use (Section 115)*

An owner of a building must not change the use of the building,— ....

'(b) in any other case, unless the territorial authority gives the owner written notice that the territorial authority is satisfied, on reasonable grounds, that the building, in its new use, will—

(i) comply, as nearly as is reasonably practicable and to the same extent as if it were a new building, with the provisions of the building code that relate to—

(A) means of escape from fire, protection of other property, sanitary facilities, structural performance, and fire-rating performance; and

(B) access and facilities for persons with disabilities (if this is a requirement under section 118); and

(ii) continue to comply with the other provisions of the building code to at least the same extent as before the change of use.'

A change in management status is likely to constitute a "change of use" for Kilbride Homestead and the above requirements could potentially be triggered.

The Territorial Authority (Southland District Council) will need to be consulted with regard to any such proposed change in use, in order to determine what requirements, if any, would be made. It is likely that the proposed changes to the Building Code with respect to back-country huts will have a strong bearing on any such requirements.

Should particular requirements be made, these would need to be resolved without compromising or conflicting with heritage values identified in this Plan.

*Access (Sections 117 – 120)*

In carrying out alterations to any building 'to which members of the public are to be admitted … reasonable and adequate provision by way of access, parking provisions and sanitary facilities must be made for persons with disabilities'.

It would be unreasonable for a Territorial Authority to require accessibility provisions to be made at Kilbride homestead given its remote location and difficulty of access.

*Dangerous, Earthquake-prone and Insanitary Buildings (Sections 121 – 132)*

A dangerous building is one likely to cause injury or death, whether through collapse or fire. An earthquake-prone building is one that will have its ultimate capacity exceeded in a moderate earthquake and is likely to cause injury or death. An insanitary building is offensive or likely to be injurious because of its condition or lack of appropriate facilities.

A territorial authority can, if it judges a building to be dangerous, earthquake prone or insanitary, require work to be done to reduce or remove the danger.

Kilbride Homestead does not fall in to these categories at present.

### 4.4 Department of Conservation – General Policy for National Parks (2005)

There are several sections of the General Policy for National Parks (2005) that are relevant to the future of Kilbride Homestead. The draft Rakiura National Park Management Plan is addressed separately in section 4.5 below.

> 9(e): "All accommodation and related facilities, including replacements, additions and extensions and signage, in national parks should (unless otherwise provided for in an existing lease): ... viii) be available for use by the public...
>
> ...9 (h) Existing private accommodation and related facilities, that are not authorised in accordance with section 50 of the National Parks Act 1980, should be phased out from national parks, in accordance with the conditions and timeframes set out in the conservation management strategy or national park management plan. They should be removed at the end of the phase out period, unless retained by the Department for public use."

This means that facilities like the Kilbride Homestead can continue to exist in National Parks, but not for exclusively private use; there must be some form of public use.

> 8.1 (c) Planning and management for recreation and other opportunities for the benefit, use and enjoyment of each national park should: (i) preserve national park values, including natural quiet, as far as possible; (ii) minimise adverse effects, including cumulative effects, on national park values; (iii) provide for a range of experiences to enable people with different capabilities, skills and interests to have the opportunity to benefit, use, enjoy, and gain inspiration from national parks; and (iv) maintain the distinctive character of recreation in New Zealand national parks, including the traditional New Zealand backcountry experience with its ethos of self-reliance, and...
>
> 8.1 (e) Recreational opportunities, should be managed using a variety of tools to support the outcomes planned for places, including, but not limited to, zoning and limitations on the number of people or activities, including Concessionaires.

This means that limits can be placed on Concessionaire use of different places within National Parks, and facilities are managed to meet the needs of a range of different user groups in different places within National Parks. The concession for, and use of, Kilbride needs to be consistent with the outcomes for the 'Mason Bay Place' outlined in the draft Rakiura National Park Management plan, which will restrict the use of the homestead, and the extent to which the facility can be modified.

> 5 (b) Historical and cultural heritage in national parks assessed as having high significances in accordance with the Historic Places Act 1993, should be actively managed (including restoration where this is necessary) within the context of integrated conservation management... and ...
>
> 5 (e) Historic buildings and structures in national parks should be used in ways that (i) enable their preservation (ii) are in keeping with their assessed significance; and (iii) provide opportunities for the public to derive benefit, use or enjoyment from them. ... and...
>
> 5 (h) Non-invasive introduced trees or other plants of historic or scientific significance should be identified in the national park management plan and may be retained where determined by the Authority as having no significant adverse effects on national or historical and cultural heritage.

This sets out the expectations of the management of places of heritage value within National Parks. Kilbride was assessed for heritage value and was found to have sufficient heritage significance to warrant its protection and management in accordance with this policy. Offering the public opportunities to visit places such as Kilbride Homestead helps ensure their on-going viability and satisfies the requirements of this section of the General Policy for National Parks with regard to public access. The retention and management of non-invasive, historically significant plants such as those at Kilbride is also allowed for in this part of the General Policy.

### 4.5 Draft Rakiura National Park Management Plan

The draft Rakiura National Park Management Plan is currently in preparation and sets out the direction for the future management of Rakiura National Park. The management objectives and policies that guide the Department of Conservation in the management of Kilbride Homestead are provided in the 'Mason Bay Place' section of this document. The document will allow for the retention of the homestead because of its heritage value.

The draft plan may require Kilbride Homestead to become available to the public, through a controlled booking system and with appropriate restrictions on visitor numbers. The 'Mason Bay Place' may become managed as a 'back-country' recreational area under the new plan.

Any Concessionaire use of Kilbride Homestead will have to be consistent with the outcomes for the 'Mason Bay Place' and similar limits on usage may apply.

### 4.6 Department of Conservation

Having regard to the long association that the Leasks and their descendants have had with the homestead, DOC is content to see the family continue their care and management of Kilbride.

However, mindful of the relevant sections of the draft Rakiura National Park Management Plan (see above) DOC is required to ensure three major outcomes. The first is that having established the heritage value of Kilbride Homestead, it must ensure that it is 'actively managed...within the context of integrated conservation management'. The second is that the General Policy makes clear, in two places (Sections 5(e) and 9(e)), that the public must have opportunities to use facilities such as Kilbride Homestead, both because it is a place of accommodation and because it is an historic place. The third is that the management of the place must be consistent with the management of recreation values in the area.

This means that the Concessionaire's future use of the property must be consistent with the requirements of the Rakiura National Park Management Plan and the objectives for the 'Mason Bay Place' within that plan.

### 4.7 Policy for Government Departments' Management of Historic Heritage, 2004

The Policy for Government Departments' Management of Historic Heritage 2004 requires that government departments ensure that 'historic heritage is cared for and, where appropriate, used for the benefit of all New Zealanders'.

To that end, three particular policies apply to Kilbride Homestead.

> Policy 5 – Planning (a)
>
> Government departments will provide for the long-term conservation (including disaster mitigation) of historic heritage, through the preparation of plans, including management plans for historic reserves, maintenance or conservation plans, and specifications. Hapu and iwi will be consulted where their historic heritage is involved.
>
> Policy 7 – Monitoring, maintenance and repair
>
> Government departments will care for their places of historic heritage value by monitoring their condition, maintaining them, and, where required, repairing them.
>
> Policy 16 – Education
>
> Where practical and appropriate, government departments will promote the heritage values of the historic heritage they manage and facilitate public access to properties. Government employees will be made aware of the heritage values of government properties.

This Conservation Plan is intended to meet the obligations under Policy 5 and Policy 16, and it sets out policies and work plans to meet the aims of Policy 7.

### 4.8 Threats

One key aspect of the management of heritage places is the management of threats. The principal categories of threat at Kilbride Homestead are summarised below. The management of threats will be addressed with regard to the principal policy statement in 5.1 and the following:

- General management policies in section 5.
- The remedial work programme (Appendix II: Condition and Repair Work).
- On-going maintenance and monitoring (Appendix III: Maintenance Plan).

### 4.8.1 *Loss of purpose or incompatible use*

For any building, the loss of a sustainable use or purpose poses a significant threat. It generally leads to a lack of support and income, cessation of maintenance, deterioration, vandalism, and eventual demolition. This house has had a viable use since it was built and will continue to do so with appropriate management. A lack of support and income should never be allowed to develop or other threats will form.

The Department of Conservation intends that maintaining the concessionnaire's relationship with the place will ensure compatible use and ongoing purpose for Kilbride. Any future change in use must be compatible with the heritage significance of the building and site. Any increase in use should be naturally restricted by the resources available on the site and the limited carrying capacity of the homestead building.

### 4.8.2 *Natural processes*

The general effects of water on timber (weatherboards, framing timbers etc.) and metal fabric (corrugated iron roof, spouting etc.) lead to decay and corrosion which can significantly reduce the structural integrity of the house over time. This threat can be managed with the necessary remedial works and the ongoing maintenance plan as detailed in the appendices.

### 4.8.3 *Vegetation*

The macrocarpa shelter belt on the western side of the house, although a significant contributor to the ongoing existence of the house and shed, also represents a considerable threat by its proximity to the house and the risk of the mature trees falling. There is no indication that this is likely in the near future, but such a threat must not be ignored. Inspection and careful limbing, or even felling, of some of the trees may be necessary to reduce risk to the buildings. It is recommended that succession planting of the macrocarpa shelter belt is carried out to ensure ongoing protection of the house. This should be in macrocarpa as these exotics are an important part of the historic setting of the house.

The second threat from vegetation is the risk of both fire and damp presented by the vegetation around the house growing excessively. This threat can be managed by keeping the open area around the house clear and maintained against overgrowth, particularly from natural revegetation by native scrub species over time.

Further recommendations for managing these threats are given in the appendices.

### 4.8.4 *Visitor hazards and impacts*

As the house is presently left unattended for the greater part of the year, it is occasionally and unfortunately the subject of vandalism. This has been and remains a problem to be managed. So far, no serious damage has been done. This threat can be managed to some extent with more regular visits and by keeping the house secure at all times. Interpretation, both on and off site, may help by informing visitors to Mason Bay about the status and value of the building.

General wear and tear is an ongoing, if modest, threat and dependent on the level of use of the homestead, but can be managed in conjunction with normal maintenance and control of visitor numbers through carefully limited use.

### 4.8.5 *Management impacts*

The values associated with the heritage significance of the homestead could easily be undermined or removed with poor management. Such management might include poor planning, delays in commencing work, undertaking inappropriate remedial work or maintenance, the erection of inappropriate new structures and the failure to act on known threats. Implementation of this Plan will help minimise this threat.

### 4.8.6 *Disasters*

*Storm*

The major vulnerability of the homestead is to storm. Severe weather poses a significant risk to the building at all times, especially in its current location. Carrying out the necessary repairs given in Appendix II and following the Maintenance Plan in Appendix III will minimise this risk as far as reasonably practicable.

*Fire*

The homestead has traditionally been lit with candles. This poses a significant fire risk associated with its occupation and given the potential future use of the building by a wide range of people. The homestead also has a considerable amount of timber and other flammable material nearby and is vulnerable to external fire (there is also a fire risk if the surrounding vegetation grows too close to the homestead). This threat is heightened by the building's remoteness, which makes it impossible to fight a fire if no one is in residence.

This threat can realistically only be managed, in conjunction with protecting the heritage values of the building, by minimising the risks of open flame within and without the building, by providing means to fight fire accessible to users of the property and by providing early warning of fire by smoke detectors.Further recommendations for managing this threat are given in section 5 below and in the appendices.

*Earthquake*

The house may potentially be vulnerable to earthquake, but Stewart Island is not a particularly earthquake-prone area of New Zealand. The house is small and low and timber framed, and although built on a sand-dune, is likely not to be significantly affected by an earthquake given its small size and relatively robust construction. The major risk to safety is of the chimney falling. This risk to the occupants is mitigated by the metal roof.

*Climate change*

The homestead is potentially vulnerable to rising sea levels and changes in the coastal dune system. There is little to be done to mitigate this threat.

### 4.8.7 *Information loss*

The destruction of important archival sources such as old documents and photographs, and the loss of unrecorded oral history sources constitute a threat. A number of people associated with this house still survive and their knowledge is an important information source. Further oral history work would help record this knowledge, as will the archiving of copies of this Plan and other relevant documents.

### 4.8.8 *Remoteness*

Many of the threats identified above relate directly to the remoteness of the homestead's location. While the remoteness is not a threat in itself, it affects the ability to respond to

threats and therefore amplifies their significance in the context of the homestead's identified heritage values.

#### *4.8.9 Change of ownership*

An important aspect of the heritage value of Kilbride is its association with one family over its life. A change in ownership is a potential threat to Kilbride, particularly if it led to a change in management status. This threat can be managed through the terms of the concession.

## 5. Conservation policy

### 5.1 Principal statement

Kilbride Homestead has stood on its site since around 1927 and been occupied by one family over that time. The uses they have put the house to and the changes they have made are the essence of the history of the house. With that in mind, future change should be kept to the minimum necessary.

Some additional modest improvement of the house's facilities and internal and external appearance may be acceptable should the family be inclined to undertake such work. If some restoration or reinstatement is proposed, it should not be at the exclusion of the house's viability as a liveable dwelling. Any such work must be carried out in a way that is fully consistent with the heritage significance and character of the house , following the requirements of this Plan and to the approval of the descendents of the Leasks.

The homestead is complemented by its immediate and wider settings. To protect this important relationship, the maintenance of the associated farm buildings and structures and the broader curtilage of the homestead, including the exotic plantings, some fences and outbuildings should be part of the terms of the concession.

The ongoing use of the homestead must remain compatible with its heritage significance and any potential intensification of use must only be accomodated without generating adverse effects on the heritage values of the homestead or its setting.

### 5.2 Conservation standards

*ICOMOS New Zealand Charter*

All work carried out at this house should meet accepted conservation standards, and in particular should follow the conservation principles set out in the *ICOMOS Charter for the Conservation of Places of Cultural Heritage Value.* In summary, this means:

> **Repairing** the building with original or matching materials, retaining as much as possible of the original fabric, rather than replacing. It is better to have fabric that has evidence of age and repairs than modern replica material. Repair work should be carried out using materials matching the original wherever it is practicable to do so. Repairs to a technically higher standard than the original are allowable where the life expectancy of the element is enhanced, and may be required in some instances by the Building code.
>
> **Maintaining** the building to a high standard so that it is always weatherproof, tidy and functional. Maintenance should be carried out regularly and according to this

Conservation Plan. Regular maintenance is essential to the long life of a heritage building and if not carried out systematically and regularly on a planned basis repairs can become progressively more difficult and costly and heritage fabric can be lost, diminishing the significance of the building.

**Modifying** the building with alterations or additions only where such change is essential to continued use (for example to meet new functional requirements), where the change is the minimum necessary, and where there is no loss, or the least possible loss, of building fabric of heritage value. Reversible change is preferable to irreversible change. Where change is irreversible (for example with some earthquake strengthening work), recycle or store heritage fabric that has to be removed and make joins between new and original work as lightly and carefully as possible.

**Respecting** the history of the building – additions and alterations to heritage buildings can have historic or aesthetic significance in their own right. Returning a building to its most original form is only recommended when the significance of the original structure is of the highest level and later additions have compromised its heritage values. The patina of age is something to protect carefully. Buildings should look old as they mature as age is one of the qualities they are valued for.

**Identifying** new materials used in maintenance, repair and new work to distinguish them (subtly) from the old. Date stamping is often an appropriate method of identification.

**Restoring** lost features only where there is clear evidence of the original form and detail (old drawings and photographic records, for example) and such restoration is justified to at least the extent of not affecting the heritage values of the building or place. The reinstatement of the storage shed at the back of the house may be an appropriate instance of restoration work.

**Keeping records** of all work. Changes should be fully documented in drawings and photographs, with a full record of conservation work carried out.

The full version of the ICOMOS New Zealand Charter is appended to this Plan - see Appendix V.

### 5.3 Extent of physical intervention

Appropriate conservation processes for the various assigned cultural heritage values are as follows:

*Cultural Heritage Value (ranking 1)*

This means the element or space is of cultural heritage value. As described in section 4 above, this ranking applies to the greater part of the existing homestead building and its fabric.

Allowable processes of change include **maintenance, stabilisation, repair,** and **restoration.**

*Little or No Cultural Heritage Value (ranking 0)*

In elements or spaces of little or no cultural heritage value, the adaptation of the spaces, and modification of the fabric, may be carried out to effect improvement. However, wherever work is undertaken in these spaces, consideration should be

given to reinstating original finishes or other fabric where these are known and where appropriate and any work carried out should be consistent with the character of the building.

As described in section 4 above, this ranking applies principally to the lean-to and some of the modern exterior joinery.

Allowable processes of change include **maintenance, stabilisation, repair, restoration,** and **adaptation.**

### 5.3.1 *Repair*

This is the making good of damaged or decayed material. This process will be used where stabilisation is not possible. Repair of material should be with original or similar materials and to the same standards as original. A technically higher standard of repair may be justified where the life expectancy of the material is increased, the new material is compatible with the old, and the cultural heritage value is not diminished. New material should be identifiable.

Refer to Appendix II for a schedule of repair works for the homestead.

### 5.3.2 *Stabilisation*

This is the arrest of the processes of decay. This is appropriate where deterioration is not substantially advanced and where the conditions giving rise to the deterioration can be halted. Refer to Appendix II.

### 5.3.3 *Maintenance*

Planned maintenance will be sufficient to minimise future deterioration of significant material. Conducting regular maintenance should ensure that further substantial remedial work is not required after the remedial work identified in this Conservation Plan has been carried out. Refer to Appendix III – Maintenance Plan for a recommended programme of ongoing future maintenance for the homestead.

### 5.3.4 *Restoration*

Restoration means returning a place as nearly as possible to a known earlier state. This should only be undertaken when there is sufficient physical and other evidence to accurately replicate that earlier state and where it does not detrimentally affect the significance of a place.

There is presently no restoration work proposed for the homestead.

### 5.3.5 *Adaptation*

Adaptation refers to changes required solely to meet continued use requirements. The conservation of a place of heritage value is usually facilitated by it serving a useful purpose and, in some cases, generating income.

In the case of Kilbride Homestead, the ongoing use of the house under certain circumstances may be facilitated by some minor adaptation, but the extent of such use, and the scope of any

consequential changes, remains to be determined. Any adaptation must be kept to a minimum and not affect the heritage or conservation values determined in this Plan.

The lean-to is a relatively recent addition to the building (1978) and that entire structure can be regarded as being of no or low heritage value. Alterations to the lean-to could be an acceptable degree of adaptation.

### 5.4 Recording of work

All repair and maintenance work should be recorded, including the date of work, materials used, personnel involved, cost of work and a photographic record made. In the case of Kilbride, these records should be kept in triplicate (at a minimum), with a copy at the homestead for on-site reference, a file copy elsewhere, and a copy sent to DOC as part of the annual reporting requirements.

### 5.5 Fixtures, fittings and chattels

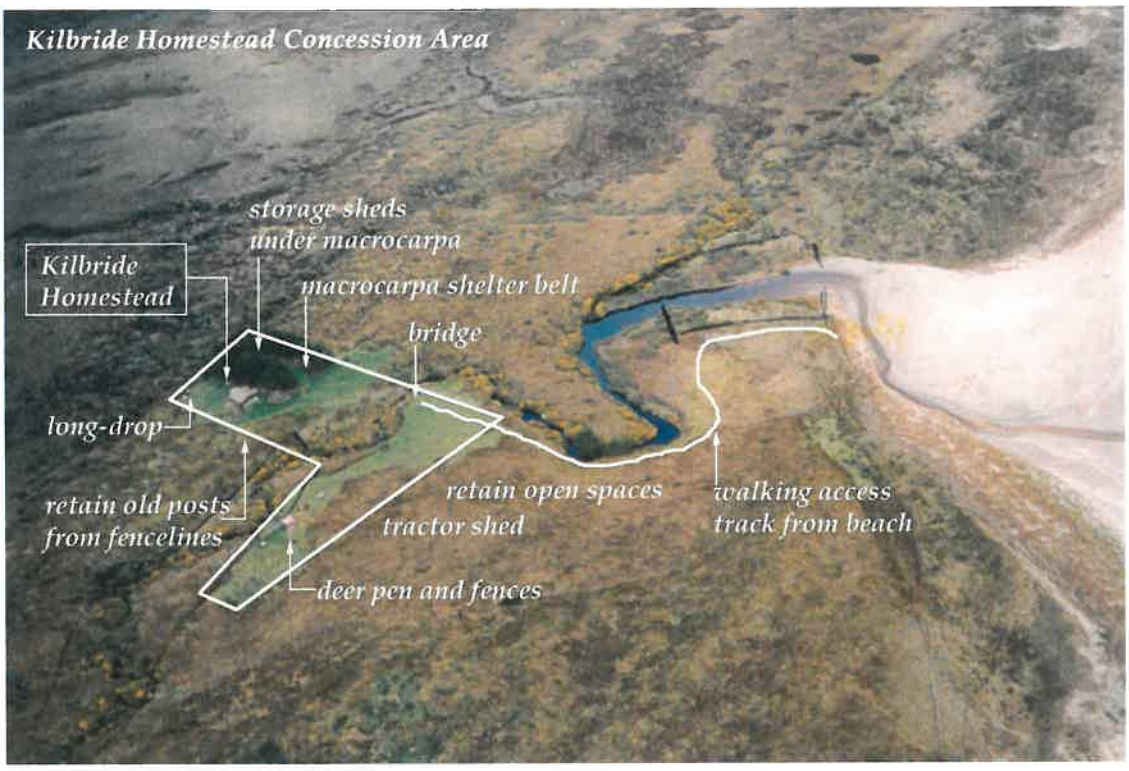
Fixtures, fittings and chattels can be an important part of the history of a building and can contribute to its heritage values.

Kilbride Homestead has some fixtures, fittings and chattels of long standing association with the house, including the built-in joinery in the living area. These items are an integral part of the house's heritage fabric and historic record and should be kept with the house as far as is practicably possible and given an appropriate level of care and attention.

### 5.6 Setting

The setting of a heritage building can have heritage values in its own right and should be regarded as integral to the building. In the case of Kilbride it is important to maintain an area associated with the homestead in a condition illustrating the former farming use of the land.

The immediate setting of the house, including the existing open area, shed and long-drop toilet, should be protected from encroaching vegetation to the full extent of any curtilage agreed in the concession. The macrocarpa shelter belt and mint patch should be maintained concurrently with this immediate setting. The bridge, tractor shed, deer paddock and associated fences are important adjuncts to the homestead and should be protected and maintained within the terms of the concession (the fence wires can be removed, but the posts should remain).




Indicative curtilage for concession area (based on diagram prepared by L. Grace)

### 5.7 Interpretation

Interpretation should be provided about the homestead to provide information accessible to visitors at all times. This could take the form of any or all of the following methods:

- a visitor's book held at the homestead with information about the history and significance of the Kilbride Run and the homestead,
- reference to Kilbride Homestead in visitor information about Mason Bay;
- inclusion of Kilbride Homestead in Department of Conservation interpretation of heritage values of Stewart Island;
- limited on-site signage giving status and access arrangements..

### 5.8 Disaster provisions

The highest risk to the building is from storm or extreme weather. Putting the house into a secure physical condition, reducing the risks from the shelter belt etc. and keeping the building and surroundings regularly maintained, will minimise this risk.

The major disaster threat that can potentially be averted is fire. The area around the homestead should be kept clear of flammable materials at all times (including anything stored in sheds etc.) and fire extinguishers must be kept on site both inside and outside the building, and regularly checked. Standard battery-powered smoke alarms should also be fitted. Vegetation should be kept well clear of the house at all times.

The appendices give recommendations for dealing with these issues.

### 5.9 Legal status

No change is expected to the present legal status of the building. It will remain a private building within the Rakiura National Park subject to a concession authorising its ongoing use. The land under and surrounding the building is part of Rakiura National Park.

### 5.10 DOC

Kilbride Homestead will be treated as an actively managed historic place, but DOC's involvement in its day to day management will be confined to an overview role. The building's care, and implementation of the repairs and maintenance work in this plan, will remain in the hands of the Concessionaire.

### 5.11 Public access

At present the house is left secured unless occupied by family members. The general public, including trampers and hunters, has unrestricted access to the property and visits to the house site are frequent (as is minor vandalism). There is no practicable way of controlling this access given the situation of the homestead. It is proposed that the building remain secured to avoid potential negative impacts on the building.

### 5.12 Public involvement

There is no obvious requirement to call for greater public involvement in the management of the property given the legal status of the property and the concession.

### 5.13 Future developments

It has been proposed that some wider use of Kilbride Homestead be investigated, partly to raise some revenue and partly to satisfy the General Policy requirements for national parks with regard to privately owned facilities. While it is a proposed requirement of the draft Rakiura National Park Management Plan that visitors be allowed to use the building as overnight accommodation, such a proposal is at present entirely contingent on a satisfactory arrangement being agreed between DOC and the Concessionaire.

### 5.14 Review of Plan / changes to Plan

This Conservation Plan should be reviewed every 10 years or in the event of a major change in the ownership, legal status, or use of the homestead. Regular reviews will ensure the Plan remains relevant to the homestead over an extended period.

# 6. Recommendations

## 6.1 Conservation Policy

THAT appropriate action be taken to comply with all Conservation Policy statements as set out in Section 5 of this Plan.

## 6.2 Statutory requirements

THAT all recommendations made in respect of the statutory requirements for the homestead be adopted. In particular, the status of the building should be confirmed with respect to any Building Act requirements that may arise out of a change of use, and that any such requirements are resolved in a way consistent with the heritage values identified in this Plan.

## 6.3 Repair

THAT the fabric of Kilbride Homestead be repaired so that it is put in to sound condition and further deterioration is minimised or prevented entirely. An assessment of the condition of the existing building fabric and the repair work recommended to bring the building to a secure and sustainable condition is given in Appendix II, Condition and Recommended Repair Work.

## 6.4 Maintenance

THAT Kilbride Homestead should be maintained regularly according to the maintenance plan included in Appendix III to this document to ensure the building is kept in good condition at all times.

## 6.5 Adaptation

THAT works of adaptation, if required to enable the better use and management of Kilbride Homestead, should be carefully assessed against this Plan and in the context of the significance of the place before being carried out.

While there are no adaptations presently proposed by the owners, this Plan provides a framework for assessing the effects of any such adaptation on heritage values.

## 6.6 Site and setting

THAT the concession recognises the significance of the existing curtilage of the homestead and includes the open space around the homestead, the outbuildings associated with the homestead, the tractor shed and deer paddock and associated fences, the bridge at Leask Creek, the back fence at the homestead and the surviving exotic vegetation (macrocarpa and mint patch) as part of the lease of the property and that those outbuildings, structures, objects and vegetation elements be maintained concurrently with the homestead.

## 6.7 Public / DOC involvement

THAT DOC and the Concessionaire establish a suitable agreement for public use of Kilbride Homestead and that any such use be appropriately managed so as to not adversely affect heritage values

## 6.8 Threats

THAT appropriate action be taken to eliminate or minimise the threats to Kilbride Homestead as described in Section 4.6 of this plan. The appendices give recommendations for managing many of the threats identified.

### *6.8.1 Fire*

THAT fire extinguishers are maintained on site at all times and that work described in the Maintenance Plan is kept up to minimise the risks for fire within the house and around the site.

THAT standard battery-powered smoke detectors are maintained within the house to provide early warning of fire.

THAT standard DOC candle-holders are used to minimise the risk of fire within the house, pending any decision on a lighting system.

### *6.8.2 Lighting*

THAT the installation of a solar-powered lighting system, as at Island Hill, be investigated in order to minimise the risk of fire due to use of candles and open flames within the house.

## 6.9 Review

THAT this Conservation Plan be reviewed at 10-yearly intervals, or when major change in use, ownership or legal status is proposed, with the input of all affected parties.

## 7. Sources


**Primary sources**

ARC-0135, Barlow Maida L.: Papers relating to Olga Sansom, MS 1416/84, Hocken Library

Landcorp file 8/10/103, Run 570 - "Island Hill", 571 - "Kilbride" 1932 –1984, Part 1, Archives New Zealand

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**Secondary**

Barlow M. 'New Zealand Dotterel: South Island Historical Notes and Southland Records' in www.notornis.org.nz/free_issues/Notornis_40-1993/Notornis_40_1_15.pdf

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Hall-Jones J. 1994, *Stewart Island Explored*, Craigs, Invercargill

Sansom R.O. 1970, *The Stewart Islanders*, A.H. and A.W. Reed, Wellington

Schofield G. and P. 2002, *A Traill to Mason Bay*, Schofield Family, Stewart Island

Wilson J. 'The Island of My Heart and Dreams: Stewart Island', in McLean G. and Gentry K. 2006, *Heartlands: New Zealand Historians Write About Where History Happened*, Penguin, Auckland

**Oral sources**

Joy Knowles

Andrew Knowles

Paul Duston

Tim Te Aika

Ngaire Te Aika

Marjorie Traill

## Appendix I - Measured drawings

Measured drawings prepared Russell Murray, May 2008, from site measurements taken by Michael Kelly (2007) and Russell Murray (2008). The drawings are:

| | |
|---|---|
| MD01 | Layout plan |
| MD02 | Elevations |
| MD03 | Elevations |
| MD04 | Half-section |

The original scale of the drawings is 1:50 on an A3 sheet and a graphic scale is included for ease of determining approximate measurements and the accurate scale of the drawing.

Note that the measured drawings are prepared for the purposes of this Conservation Plan to illustrate the general form and scale of the building only, and may not be relied on for other purposes, including construction.

epartment of Conservation
*e Papa Atawhai*

28/05/15

Dear Paul Dustin

**Section 53 Conservation Act authorisation to Remove tree limbs/ tree from beside the Kilbride Homestead to ensure preservation and protection of the Homestead and other related buildings.**

I refer to our conversation relating to the branch and possible tree removal at the Kilbride Homestead at Mason Bay on Stewart Island.
Given the nature of the works the Department accordingly supports this proposal and duly authorises, pursuant to section 53(2)(i) of the Conservation Act 1987, for the works to proceed.

**Conditions of this approval are:**

1. Concessionaire is to comply with the Kilbride Homestead "Conservation Plan"

2. The cutting is not for the purpose of cutting firewood.

3. Care is taken to not remove or damage any historic values on the site

4. The works can at any stage be required by the Department of Conservation to cease.

5. The contractor will comply with all the departments SOPs relating to the authorization to remove the limbs.

6. A site visit by Andrew King before works start to agree on the extent of the work.

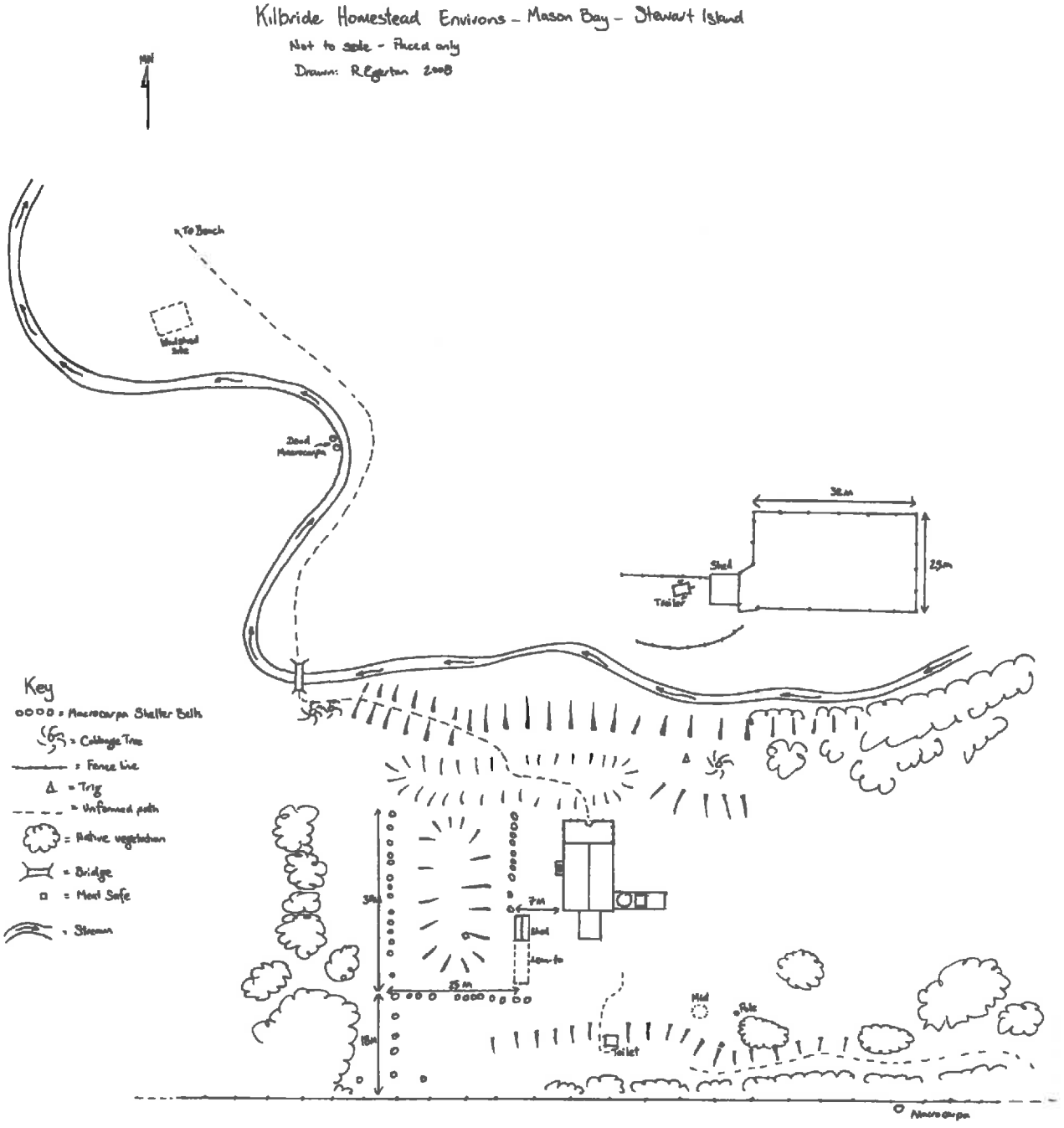
In terms of Section 170(3)(c) of the Conservation Act 1987 it will not be necessary to grant a concession to authorise this work and this letter is sufficient to enable the works to commence, if and when required.

All enquiries relating to this approval should be directed to Andrew King

Kind regards

Brent Beaven
Conservation Services Manager – Southern Islands
bzbeaven@doc.govt.nz

0278391252




Sketch site plan prepared by Rachael Egerton during a site visit in April 2008. This plan records major site features in the area of the homestead and indicates the positions of the former woolshed and former storage shed.

Note that the dimensions on this plan are paced out and the drawing is not to scale.

MD01 – insert drawing here, folded

MD02 – insert drawing here, folded

MD03 – insert drawing here, folded

MD04 – insert drawing here, folded

## Appendix II – Condition report and recommended repair work

This section describes the condition of the Kilbride Homestead and the work required to put it in to sound condition that can then be kept up with regular maintenance. Influences on conservation described above are taken into account and the repair work recommended meets the requirements of the *ICOMOS Charter*.

All accessible parts of the building were inspected, including the roof space. However un-inspected parts cannot be guaranteed to be free of faults (this is particularly true of the wall cavities and the majority of the sub-floor) and further faults may be revealed as repair work is carried out.

The first two sections deal with the repair of the building to put it in to sound and functional condition. The last section discusses possible changes to the building.

While the present condition of the homestead, and its observed faults and defects, are likely to differ little from 10 or 15 years ago, it is nevertheless important to carry out the necessary repair work in a timely fashion to minimise the on-going risk of loss of heritage value. The homestead is presently in fair overall condition and needs several important repairs made and a significant amount of deferred maintenance work to be carried out as soon as reasonably practicable.

It is envisaged that the Concessionaire will carry out the repair works detailed in this Plan in the first instance as a term of the concession. Department of Conservation may be able to facilitate the logistics of getting materials and labour to the site to assist with the repair work.

Appendix III – Maintenance Plan – includes a schedule of appropriate materials for the repair and maintenance of Kilbride Homestead.

### Prioritising repair work

In the schedules of faults and work required set out below, the priority rating for each of the work items is as follows:

- Priority "A" means the work is urgent and should be carried out within 18 to 24 months of the date of any finalised concession agreement, or sooner if practicable.
- Priority "B" means the work is important but not urgent and should be completed within 2 to 3 years of the date of any finalised concession agreement and after the priority A work has been attended to.
- Priority "C" means the work is not urgent and should be carried out as resources are made available, but should be completed within say 5 to 6 years of the date of this Plan.

## 1 Exterior and Structure

**Foundations and sub-floor cavity**

| Fault | Action required | Urgency |
|---|---|---|
| Piling faults – piles not deep enough or piles deteriorated | (perimeter piles accessible only) partially re-pile around building perimeter, only as necessary to replace deteriorated or deficient material | A |
| Sunk piling along north-east corner | Modest levelling to raise the north-east corner by 75 – 100 mm, bringing the rest of that side of the house gently up with that corner to minimise the risk of damage* | B |
| Bearers not secured to piles | Secure bearers to piles in all accessible locations with appropriate straps, ties and fixings | A |
| Ground levels too close to framing, affecting sub-floor moisture levels and ventilation to sub-floor | (along west side) excavate ground away from house and reduce level generally to at least 150 mm below bearers | A |
| Deteriorated sub-floor framing | (along west side) – replace deteriorated material where possible | A |
| Vermin entry points | Close off all accessible vermin entry points with solid blockings or appropriate mesh | B |

Note that this work is confined to the accessible perimeter of the building only. The internal floor is not to be taken up for any sub-floor work, as it was found in good condition throughout (not soft or springy anywhere within the building interior) with no apparent need for repairs.

All building work is to be in accordance with the requirements of NZS3604:1999, with particular attention paid to pile and sub-floor fixings and the like. Note all exterior fixings should be grade 316 stainless steel to suit the exposed coastal location.

* Note this work should be carried out prior to wallpaper repair work in the front bedroom, and the condition of the wallpaper should be carefully monitored as the levelling work progresses – see notes on wallpaper work below

**Verandah**

| Fault | Action required | Urgency |
|---|---|---|
| Verandah sub-structure deteriorated | (see floor and sub-floor framing above) – carefully take up verandah decking and make good structure as needed; re-lay sound decking on completion | B |
| Verandah decking deteriorated | Replace deteriorated boards with new material, reuse all sound existing material, repaint in matching colour | B |
| Verandah posts not attached to wall above and not well attached to verandah deck | New top and bottom fixings required to secure posts to gable wall and to verandah deck structure | A |
| Vermin entry points in soffit | Make good with solid blocking or appropriate mesh | C |

It is important to preserve the patina of the existing verandah deck as far as possible, however all rotten or severely deteriorated material should be removed. The existing verandah posts should be reused if possible as they are a quirky and interesting feature of the building.

Framing and fixings to be in accordance with NZS3604:1999. Note all fixings should be grade 316 stainless steel to suit the exposed coastal situation.

**Exterior Walls**

| Fault | Action required | Urgency |
|---|---|---|
| Cladding deteriorated – local patches of decay or rot, holes and the like | Remove damaged cladding sections and make good – repair with clears or finger jointed H3.2 radiata pine treated.. Re-stain entire building | A |
| Cladding deteriorated - splits, open joins | Temporarily repair and patch/over-flash as necessary | A |
| Cladding deteriorated - splits, open joins | Remove damaged cladding sections and make good – repair with clears or finger jointed H3.2 radiata pine; flash over open joins to protect end grain and wall cavity from moisture ingress. | B |
| Corner stop board deteriorated | Remove rotten sections and replace in radiata pine H3.2– note there may also be deterioration to adjacent wall framing requiring attention found once this work is started | A |
| Plaster "flashing" to chimney inadequate | Remove plaster and repair weatherboards as necessary, fit lapped painted zinc over- (or under-) flashings to weatherboards, properly chased and sealed in to chimney to | B |

*A structural engineer should be consulted to give advice on the best procedures and techniques to use for making good this structure, particularly in respect of the north gable end of the roof. This is a small task for the homestead but one that needs to be carried out to the best extent practicable to ensure the long-term integrity of the building.

Fixings within the roof space may be galvanised steel. However, grade 316 stainless steel is recommended due to the exposed coastal situation of the site and the permeability of the roof and eave structure and given that the Homestead is expected to have a longer life than a typical new building.

**Exterior Painting and Staining**

All exterior surfaces of the building should be cleaned and prepared for painting and staining as appropriate, including the removal of moss, mould and lichen and washing to present a good surface for re-finishing. Timber to be prepared for painting should be sanded by hand as machine sanding affects the patina of age of the material.

No heat processes are to be used – particularly naked flame or hot air stripping – as the risk of fire associated with these processes is too high.

**2. Interior**

| Fault | Action required | Urgency |
|---|---|---|
| Hearth and fire box deteriorated, living room | Make good as needed | B |
| Deteriorated and loose wallpaper, bedroom 1 | Refix and repair wallpaper | A |
| Deteriorated and loose wallpaper, bedroom 2 | Refix and repair wallpaper | A |
| Lining repairs needed, bedroom 2 | Infill missing sarking material to bring wall surface to line with adjoining material. | C |
| Poor sill detail at shower | Make up new stainless steel over-flashing to protect framing under shower lip from shower water | B |
| Door and window repairs | Ease hardware etc. to make fully operational. Remove spare locks etc. on front door and make good. | B |
| General tired condition of paint finishes | Re-paint interior surfaces (excluding wallpaper) as needed, including re-doing clear finishes on timber where appropriate | C |
| Floor finishes | Wax exposed timber floor if desired (or no action) | C |

| | | |
|---|---|---|
| | make this critical junction water-tight | |
| Exterior joinery deteriorated | Make good as needed (repair with new radiata pine clears H3.2) and paint. Prioritise repairs to the north and east sides of the building. | A/B |

Note all new fixings to be grade 316 stainless steel to suit exposed coastal situation. Weatherboards to be fixed with one nail per stud per board only in accordance with BRANZ recommendations.

**Roof and roof cavity**

| Fault | Action required | Urgency |
|---|---|---|
| Roof framing to east side of roof is not attached to ridge board and is poorly attached to building | Splice new rafters on to existing to reach ridge board, fit new roof plane braces, gable end braces, ceiling plane braces and collar ties to strengthen roof | A |
| Gable end wall over verandah is not well supported | Most appropriate strengthening action for this area to be determined with structural engineer* | A |
| Rafters not well connected to wall plates | Install new fixings to connect rafters to wall plates throughout in conjunction with re-roofing work. | A |
| Soffit lining mostly lost | Install new soffit linings throughout to protect the underside of the new roofing | B |
| Fascia and barge boards deteriorated | Remove rotted sections and make good as needed | A |
| Roofing deteriorated at bottom edges and flashings decayed or poorly done | Replace deteriorated roofing (bottom sheets only, as needed), flashings and fixings, over new building paper etc... New paper should be heavy-weight self-supporting breather-type underlay. | A |
| Replacement of roofing | Replace roofing as required (top sheets). | B |
| Gutter has minimal fall to outlet | Partially re-level house at north-east corner and refix or replace gutter and downpipes as needed | B |
| Ceiling space uninsulated | Insulate if desired | C |

All roof framing work to follow the requirements of NZS3604:1999, particularly the disposition and types of fixings and braces.

## 3. Wallpaper repairs

The wallpaper in the two bedrooms is built up from a scrim base over the sarking and lining boards. The scrim is traditional open-weave hessian, tacked to the lining boards. The first layer of paper is old newspaper, used as backing for subsequent layers (or possibly as a finished surface originally). There are one to two additional layers of wallpaper over the newspaper in each room. In the front bedroom the paper has been painted over in two colours.

The faults with the papers in each room include the following:

*Front bedroom*

- All wallpaper painted over (in two colours)
- North-east corner, both north and east walls – paper mainly loose and badly torn with large sections missing;
- North wall – paper torn at bottom edge above skirting and loose at top edge below ceiling trim;
- East wall – paper torn above skirting and loose at top edge below ceiling trim, some wrinkling, tears at south-east corner of room and some signs of differential movement between the walls;
- South wall – some wrinkling and tears, small holes;
- South-west corner, some tears and wrinkling;
- West wall – some wrinkling, paper torn above skirting.

*Back bedroom*

- North wall – paper more or less intact, but with holes and significant water staining, some wrinkling across face of wall
- East wall – paper wrinkled with significant water staining, large tears and rips beside door etc.
- South wall – large sections of paper missing where window changed, panel under window badly torn and with sections missing;
- West wall – paper more or less intact but with large loose and sagging sections, some tears.

The best conservation option would be to secure the wall-paper in situ and carry out the minimum of repair work, leaving the papers as found but well-fixed to the walls.

However, as there is a distinct possibility that the homestead is made more open to visitors the risk of damage, either deliberate or accidental to the paper is greatly elevated. In this case, the most appropriate strategy for protecting the values inherent in the wallpapers is to re-fix the existing paper and underlying layers, and cover over most of it, leaving protected sample panels in each room to reveal the layers of material found on the walls (a good example of this type of work can be seen at Island Hill Homestead). Neither the paint finish in the front bedroom nor the modern top paper in the back

bedroom is of high intrinsic value, but there is a great deal of interest in the original newspaper lining and any middle layers of wallpaper that may exist.

Work should aim to secure the existing layers of scrim and wallpaper to the walls as best as reasonably practicable to provide a firm foundation for a new finishing layer of wallpaper.

**Methodology**

Recommendations for wallpaper repair work given below draw heavily on the document "*Island Hill Homestead, Conservation Report - Wallpaper & Newspaper*" prepared by Jackie Gillies Architect for Department of Conservation, 6-3-2002. The issues with the wallpapers at Kilbride are broadly similar.

The processes involved are as follows:

*Cleaning*

Gently clean paper with soft brush or feather duster to remove surface dirt and dust, etc. (no wet processes where the existing finished paper is to be left visible or otherwise conserved).

For paper that has been painted over, gently clean the surface with damp cloths to remove dirt;

*Loose edges and tears*

Fix loose edges or tears carefully back in place using carboxyl methyl cellulose paste (CMC paste). Use thin Japanese tissue (in torn strips) where needed to prevent the edges peeling back again;

*Patching*

Patch areas where paper is missing with acid-free mounting card of a suitable thickness for the wall, then a patch of Japanese paper over that, and then attach all the layers of the original papers over this one layer at a time using CMC paste for each layer;

*Small holes*

Make a "putty" of paste and torn up Japanese paper and use this to fill the hole – ironing (through baking paper to avoid scorching the wall-paper) can help achieve a flat finish;

*Holes and tears between 5 mm and 150 mm in any dimension*

Make a patch approximately 20 mm larger than the hole in each direction from Japanese tissue (tear the tissue to size, do not cut). Loosen the existing paper around the hole by steaming carefully and open up the hole by gentle tearing as needed and slide the patch in behind the wallpaper.

Apply paste to the underside of the old paper as needed with a small brush, being careful to avoid getting paste on the top surface of the paper or using too much. Gently press the two layers together until attached.

This process can be speeded up by gently pressing with a warm iron through baking

paper (to avoid scorching the face paper). Repeat for each layer of the old paper that needs to be secured;

*Differential movement*

Where a corner has settled and caused distortion in the wallpaper, carry out any re-piling work first and gently raise the building to level, monitoring the wallpaper for adverse change. Where no repiling work is envisaged or necessary, it may be necessary to cut the paper in the corner to allow each part of the wall to move freely.

*Loose scrim*

In many cases it will be possible to use existing tears and loose edges to gain access to the scrim, which can then be carefully stretched and re-tacked to re-tension both it and the wall paper. In some cases it may be necessary to lift the paper layers by steaming to get access to the scrim. Re-fix the paper after re-tensioning the scrim using CMC paste;

*Re-papering*

Plain lining paper is the preferred finish where existing paper is to be covered over. Hang paper using CMC paste (not modern paste). Alternatively use selected porous (non-vinyl) paper in colour and pattern appropriate to the house and to each room, fixed with CMC paste;

*Materials*

All repair papers must be acid-free.

**Sample panels**

Select the best walls for the sample panels in each of the two bedrooms. This is most likely the north-east wall section and the east wall in the front bedroom and the south-west wall in the back bedroom and select a position on the wall out of direct sunlight (and away from the most likely furniture or furnishing positions) that can reveal each of the layers of papers and finishes on the walls. It will be preferable to start with an area that already has torn and exposed edges in each case.

Carefully peel back the layers of papers to reveal the original sequence of materials, across the diagonal of a display panel of not less than say 200 x 250 mm. Carefully tear each layer of the paper on the diagonal to leave 25 – 40 mm of the layer below exposed. Cover over the panel with a Perspex protective panel, spaced on small washers off the paper face, of not less than 225 x 275 mm overall dimension. Re-paper the balance of the room to taste, but preferably with plain lining paper, leaving a margin around each display panel.

Use CMC paste for the new paper and not modern wallpaper paste. This is a reversible treatment that allows the new paper to be removed if required at some point in the future.

**4. Services**

| Fault | Action required | Urgency |
|---|---|---|
| Coal range needs replacement | Replace with equal range in the same | B |

| | | |
|---|---|---|
| | space | |
| Water tanks need replacement | Replace with new tanks* | B |

* new water tanks are ultimately to be dressed in rolled corrugated steel to present the same visual appearance as the old tank. The replacement tanks should be installed when required, but the corrugated dressing is priority "C".

## 5. Restoration and Adaptation

The lean-to is not of the highest significance and could potentially be modified or replaced with minimal effect on the heritage values of the building, if more useful internal space or improved function is desired.

It is highly desirable to consider the installation of a solar-powered lighting system to minimise the use of candles within the building. Given the existing roof space and wall framing arrangements this could be carried out with minimal effect on heritage values, and with presently available LED technology, lighting could be provided very discretely.

## Appendix III – Maintenance and Maintenance Plan

### 1. Maintenance of Heritage Buildings and Structures

*1.1 Background*

Planned maintenance is extremely important for the longevity and protection of heritage buildings and structures. A regular programme of maintenance means that minor faults are identified and attended to at an early stage and the need for major repairs in the future is minimised or eliminated. A well maintained heritage building is likely to be better used and enjoyed than one that is neglected, it will survive longer and is likely to suffer less damage in the event of fire, major storm, or earthquake.

Maintenance is identified in the *ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value* as an important aspect of the management of heritage buildings. Clause 16, Maintenance, states "a place of cultural heritage value should be maintained regularly and according to a plan..."

The following definitions from the *ICOMOS Charter* are relevant:

> *Conservation* means the process of looking after a place so as to safeguard its cultural heritage value.
>
> *Maintenance* means the protective care of a place.
>
> *Restoration* means returning a place as nearly as possible to a known earlier state.
>
> *Stabilisation* means the arrest of decay processes.

Maintenance and repair work should follow the conservation principles set out in the *Charter*. In summary, this means:

> **Maintaining** the building to a high standard so that it is always weatherproof, tidy, functional and secure. Maintenance should be carried out regularly and according to a plan.
>
> **Repairing** the building with original or matching materials, retaining as much as possible of the original fabric. Repairs to a technically higher standard than the original may be justified where the life expectancy or stability of the element is enhanced.
>
> **Identifying** new materials used in maintenance and repair so they can be distinguished from the old (this can be done very subtly).
>
> **Keeping records** of repair and maintenance work.

*1.2 General Principles*

Maintenance and repair work should retain the authenticity of the heritage building as far as possible. Authenticity is dependent in large measure on the retention of as much as possible of the original building fabric and the evidence of early building techniques that survive. There are four main principles to follow:

**Minimise damage**
Establish and rectify the cause of any defects found.

In carrying out maintenance and repair work the causes of any identified or discovered defect should be established and action taken to eliminate or minimise the damage.

**Minimum necessary**
In carrying out repairs, replace the minimum amount of the original material

Replace only the minimum necessary amount of the original material - only that which is decayed or no longer able to fulfil its original purpose. It is better to have a carefully repaired element rather than an entire new one, however carefully copied a replacement may be.

**Repair materials**
Use repair materials that match the originals as closely as possible.

Use materials that match adjoining fabric as closely as possible. The original material should always be the first preference. Where the original material is not available choose a material that has properties (strength, texture, colour and profile) as close to those of the original as possible.

Always use materials that have a life at least as long as that of existing or adjacent work and not less than 50 years.

**Trade practices**
Use appropriate trade methods and practices

Match the standards of workmanship that are evident in the building and in particular in work adjacent to that being repaired. In some cases this will mean following traditional trade practices.

Further notes on these issues can be found in *Conservation Bulletin I, Historic Timber Structures*, Chris Cochran, (New Zealand Historic Places Trust 1992)

*1.3 Procedures*

To ensure proper standards of care are met, proper procedures for carrying out maintenance and repair work should be established. These are -

*Programme*

A regular programme of checks and maintenance work should be followed. This is set out in the following section in respect of Kilbride Homestead.

*Maintenance log*

A maintenance log should be kept with a description of all work carried out, including the date, the people who carried out the work, the cost and any additional requirements for maintenance work noted. A photographic record should be kept for significant work. This information can be bound in to the maintenance log. A specimen log sheet is attached at the end of this appendix.

The maintenance log can be prepared for a 10-year period, using the attached checklists and log sheets, and bound in to a single document at the commencement of the new concession.

Specifications prepared for any work on the building should be kept with the log as this document will form the basis for all like work in the future.

*Personnel*

It is important to use only suitably qualified and well-briefed personnel for maintenance and repair work and to ensure that the appropriate skills are brought to the site for the work required.

*Inspector*

Once the repair work is complete, the quarterly and annual inspections should be carried out by the owners of the building and the results reported to DoC. The proposed seven-yearly inspection should be carried out by a qualified person with a background in building (trade or design) and with suitable experience in the type of work required, as should the 10-yearly inspection (at the end of the life of the concession and at the point of review of the Conservation Plan).

*Tradespeople*

Building work should be carried out by suitably experienced tradespeople with appropriate skills for the task at hand, working to a clear brief and under the supervision of an appropriately qualified person. A list of known-good tradespeople should be kept with the maintenance log.

*Architect*

Major maintenance and repair work should be fully documented, to a standard suitable for obtaining a building consent and with the proposed work sufficiently detailed to show compliance with the requirements of this Plan before commencing work. This may require the services of an architect and other professionals such as a structural engineer.

*Finance*

Provision should be made for the regular costs of the checks and planned maintenance works, with a reserve of large jobs that occur intermittently (for example, exterior painting).

## 2. Maintenance Plan

### *2.1 Issues*

*Washing*

The main issue pertinent to the long life of the exterior cladding and materials of the building is regular washing to remove salt deposits, particularly in the sheltered areas under the eaves. This should be done at each inspection. It may be necessary or preferable to draw water from the creek for this purpose – in this case the water should be drawn on the outgoing or low tide to ensure minimal salt content.

*Painting and Staining*

The roof cladding is likely to need painting every five to seven years in its exposed location and eventual replacement. Replacement should be on a sheet-by-sheet basis as needed. The walls should be re-stained as needed, typically at one to three yearly intervals. The exterior window and door joinery should be re-painted at the same time as the roof or more frequently as needed to prevent deterioration.

*Fire Protection and Prevention*

The site has a limited water supply adjacent to the building, and in any event a fire can only be managed if there are people on site available to control it and that the fire has not been deliberately lit by those same people.

It is recommended that a fire prevention strategy should be put in place. For example, there should be no smoking or candles allowed within the house, no barbeque cooking or rubbish fires nearby, and no naked flames or work requiring heat processes carried out within the building or nearby. The grass should be kept well trimmed and flammable or combustible materials (including building materials) stored well away from the house.

It is recommended that as a minimum, two no. 4.5 kg fire extinguishers be kept within the building (one in the living room and one in the kitchen), even though it is understood that the maintenance of extinguishers might be at issue with visitors.

It is recommended that battery-powered smoke detectors be installed and maintained in the homestead to give early warning of fire.

It is further recommended that a solar-powered lighting system, as at Island Hill Homestead, is investigated and put in place if practicable as a means of eliminating the largest risk of fire (candles) from the interior of the building.

The operation of the fireplace and coal range remains permitted as these are essential to the character of the building and for the use and enjoyment of the place in an appropriate way.

## 2.2. *Maintenance Schedules*

The maintenance schedules given below outline the programme of regular checks and work to be carried out over a recurring seven year period. This time-frame is based on the likely maximum maintenance cycle that will be achievable for the roof.

Note that should the need for any repair or maintenance work become apparent on inspection that is not identified in the schedules, such work also needs to be carried out along with the scheduled work in order to protect the fabric of the homestead.

There are three major inspection cycles recommended in this Plan (the concession document may have additional inspection requirements). The inspection cycles are:

- Six-monthly inspection;
- Annual inspection
- 7-yearly inspection

The six-monthly inspection is preventative and is to ensure any minor defects are picked up quickly and resolved before turning in to problems requiring more significant work. A more thorough inspection and work list is to be carried out annually, and a major inspection made every seven years.

The seven-yearly time frame for inspection is based on when the galvanised steel roof is likely to need repairs and re-painting work. This is a substantial piece of work to the building and a detailed maintenance and repair inspection can reasonably be carried out at the same time. However, this time-frame should be reviewed after the first seven-year cycle – depending on the condition of the roof and other major building elements, it may be practical to synchronise this inspection with the 10-yearly condition review and structural survey without additional risk to the building.

DOC will undertake an inspection upon completion of the repair works specified in this Plan.

It is envisaged that the Concessionaire will carry out the six-monthly and annual inspections and carry out any repair work required. The Concessionaire will report annually to DOC, providing copies of the maintenance logs at each report and a full account of the repair work undertaken. The seven-yearly inspection should be carried out in partnership between the Concessionaire and the Department.

Further to this, a full structural survey and condition inspection should be carried out every 10 years, in conjunction with the review of the Conservation Plan, and the Plan updated with the results of this inspection as may be necessary. This inspection should be carried out in partnership between the Concessionaire and the Department.

The building and site should also be inspected carefully after a major storm or period of severe weather and also after an earthquake.

These maintenance schedules should be modified over time as needed to reflect the condition and requirements of the homestead.

*Schedule 1 – Six Monthly Check List*

| | |
|---|---|
| **Housekeeping** | |
| Carry out general housekeeping tasks as needed: | |
| Sweep floor and clean carpets, remove rubbish etc. | |
| Check for damage, broken windows, vandalism etc. | |
| Clean windows | |
| Lubricate door and window hardware | |
| Clean out coal range and fireplace | |
| Check and re-fill bait stations | |
| Check sub-floor and attic for dead rodents etc. and remove | |
| Remove any spoiled food from kitchen | |
| | |
| **Building Envelope – Roof and Exterior Walls** | |
| Check for any signs of deterioration: | |
| Inspect roofing for any signs of looseness and re-fix as needed | |
| Check roof flashings | |
| Check flue caps | |
| Check cladding for any signs of deterioration and repair | |
| Wash exterior (as water supply allows), particularly under eaves and at the tops of walls | |
| Check exterior joinery for damage, deterioration or vandalism | |
| | |
| **Building Services and Fire Protection** | |
| Clear out spouting and check water tank for contamination | |
| Check operation of grey water system | |
| Check long drop | |
| Check fire extinguishers and services as needed | |
| Test smoke detectors and replace batteries. | |
| | |
| **Site Work** | |
| Trim vegetation around building as necessary | |
| Clear yard of growth and debris | |
| Remove hazardous limbs from macrocarpa | |
| Check and repair yard fences as needed | |

Note the supply to the water tanks should be disconnected before cleaning out the gutters to reduce the build-up of fines in the tanks.

*Schedule 2 – Annual Check List*

All the tasks on the six-monthly check list and additional checks and jobs.

| | |
|---|---|
| **Housekeeping** | |
| Carry out general housekeeping tasks as needed: | |
| Sweep floor and clean carpets, remove rubbish etc. | |
| Check for damage, broken windows, vandalism etc. | |
| Clean windows | |
| Lubricate door and window hardware | |
| Clean coal range and fireplace and clean flues | |
| Check and re-fill bait stations | |
| Check sub-floor and attic for dead rodents and remove | |
| Remove any spoiled food from kitchen | |
| | |
| **Building Envelope – Roof and Exterior Walls** | |
| Check for any signs of deterioration: | |
| Inspect roofing for any signs of looseness and re-fix as needed | |
| Check all flashings | |
| Check flue caps | |
| Check cladding for any signs of deterioration and repair | |
| Wash exterior (draw water from creek as necessary) | |
| Re-stain weatherboards and trims locally as needed (including verandah) | |
| | |
| **Verandah** | |
| Check condition of soffit linings | |
| Check condition of decking and make good as needed | |
| Check verandah posts | |
| | |
| **Foundations and sub-floor** | |
| Check piles where accessible – probe at interface with ground | |
| Check accessible sub-floor framing and inspect space | |
| Check visible framing for signs of borer activity* | |
| | |
| **Interior Spaces** | |
| Check condition of flooring | |
| Check interior timbers and joinery for borer*, decay, damp | |
| Check roof space and framing for borer*, decay, damp and leaks | |
| Check operation of doors and windows including hardware | |
| Check glass and glazing materials for deterioration | |
| Clean and paint door and window hinges as needed | |

| | |
|---|---|
| | |
| **Building Services and Fire Protection** | |
| Clear out spouting and check water tank for contamination | |
| Check operation of grey water system | |
| Clean chimney flues | |
| Check long drop | |
| Check fire extinguishers and services as needed | |
| Test smoke detectors and replace batteries. | |
| | |
| **Site Work** | |
| Trim vegetation around building as necessary | |
| Clear yard of growth and debris | |
| Remove hazardous limbs from macrocarpa | |
| Check and repair yard fences as needed | |

* If signs of borer activity are found treat affected timbers (alternatively borer-bomb the entire house).

Note the supply to the water tanks should be disconnected before cleaning out the gutters to reduce the build-up of fines in the tanks.

*Schedule 3 – 7-year Checklist*

All the tasks on the annual check list, and additional checks and tasks.

| | |
|---|---|
| **Housekeeping** | |
| Carry out general housekeeping tasks as needed: | |
| Sweep floor and clean carpets, remove rubbish etc. | |
| Check for damage, broken windows, vandalism etc. | |
| Clean windows | |
| Lubricate window and door hardware | |
| Check and replace hinges as necessary | |
| Clean coal range and fireplace | |
| Check and re-fill bait stations | |
| Check sub-floor and attic for dead rodents and remove | |
| Remove any spoiled food from kitchen | |
| | |
| **Building Envelope – Roof and Exterior Walls** | |
| Check for any signs of deterioration | |
| Inspect roofing for any signs of looseness and re-fix as needed | |
| Check all flashings and re-fix, seal, repair, or replace as needed | |
| Check flue caps etc. and make good as needed | |
| Prepare and paint roof (replace any deteriorated sections) | |
| Check cladding for any signs of deterioration and repair | |
| Wash exterior (draw water from creek as necessary) | |
| Prepare and paint exterior joinery, re-putty windows as needed | |
| Re-stain cladding | |
| | |
| **Verandah** | |
| Check condition of soffit linings | |
| Check condition of decking and make good as needed | |
| Check verandah posts | |
| Prepare and paint verandah decking and posts | |
| | |
| **Foundations and sub-floor** | |
| Check piles where accessible – probe at interface with ground | |
| Check accessible sub-floor framing and inspect space | |
| Check visible framing for signs of borer activity* | |
| | |
| **Interior Spaces** | |
| Check condition of flooring | |
| Check interior timbers and joinery for borer*, decay, damp | |
| Check roof space and framing for borer*, decay, damp and leaks | |

| | |
|---|---|
| Check operation of doors and windows including hardware | |
| Check glass and glazing materials for deterioration | |
| Clean and paint door and window hinges as needed | |
| | |
| **Building Services and Fire Protection** | |
| Clear out spouting and check water tank for contamination | |
| Check operation of grey water system | |
| Check long drop | |
| Check fire extinguishers and services as needed | |
| Replace smoke detectors. | |
| | |
| **Site Work** | |
| Trim vegetation around building as necessary | |
| Clear yard of growth and debris | |
| Remove hazardous limbs from macrocarpa | |
| Check and repair yard fences as needed | |

* If signs of borer activity are found treat affected timbers (alternatively borer-bomb the entire house).

Note the supply to the water tanks should be disconnected before cleaning out the gutters to reduce the build-up of fines in the tanks.

*Schedule 4 – After a storm or period of severe weather*

Make a special check of the exterior fabric of the building, including roofing, flashings and fixings, condition of exterior cladding and joinery, and check in the roof space and sub-floor to see that the structure is intact and all fixings are secure.

Check to see that no leaks have developed in the roof or exterior cladding and make good roofing, cladding and flashings as necessary.

Check to see that there is no damage to the macrocarpa shelter belt that may create a hazard for the homestead or its outbuildings – remove dead and broken tree limbs/trees and the like as necessary to protect the homestead and outbuildings.

## 2.4 *Appropriate Materials*

Appropriate materials for repair and maintenance work for the Kilbride Homestead are as follows:

**Foundations**
Radiata pine, treated H5 (original material includes a variety of tree stumps, split timber piles, sawn timber piles and concrete piles)

**Sub-floor framing**
Radiata pine, no. 1 framing grade or better, treated H3.2, sizes to match existing

**Wall and roof framing**
Radiata pine, no. 1 framing grade or better, treated H3.2, sizes and spacings to match existing (original material is generally rimu)

**Roofing**
Painted galvanised corrugated steel, 0.40 mm or 0.55 mm gauge, or better. 0.40 mm coloursteel, as presently existing on the building, is also acceptable. Roofing should be continued in short sheets, as at present, rather than in long-run sheets.

**Flashings**
Coloursteel to match roofing (0.55 or 0.75 mm), alternatively pre-painted zinc.

**Cladding**
Radiata pine clears, nominal 200 x 30 mm size to match existing timbers, rough-sawn, treated H3.2 min (original cladding species indeterminate)

**Exterior joinery**
Radiata pine clears or finger-jointed, treated H3.2, sizes and profiles to match existing (original material is redwood)

**Fixings**
Grade 316 stainless steel for sub-floor and exterior use, galvanised for interior use (stainless steel recommended for roof cavity)

**Exterior Painting**
*Roof* – Resene One-Line Specification 11e1.1CST for coloursteel (Resene Galvo-prime followed by Hi-Glo gloss acrylic roof paint), or 5e1.1W for galvanised steel
*Weatherboards* – Resene One-Line Specification 2e4.5 (Resene Woodsman penetrating oil stain)
*Exterior joinery* – Resene One-Line Specification 8e2.1 (for cedar and redwood) or 2e2.1 for pine (exterior solvent-borne paint finish)

Colours should match the existing colours as near as reasonably practicable. Paint systems should be as specified, or an approved technically equal system from another paint manufacturer.

**Flooring**
Recycled heart matai, tongue and groove, ex 150 x 25 (135 mm on face) to match existing original boards, wax finish

**Borer Treatment**

"Borerfluid" (clear, not green) from Rentokill Ltd, or similar from Conservation Supplies Ltd.

**Specimen MAINTENANCE LOG SHEET**

Date:

Description of Work Done:

Materials Used:

Tradesman/contractor details:

Cost:

Before and after photos (attach):

## Appendix IV

# ICOMOS NEW ZEALAND
# Charter for the Conservation of Places of Cultural Heritage Value

### 1. Preamble

New Zealand retains a unique assemblage of places of cultural heritage value relating to its indigenous and its more recent peoples. These areas, landscapes and features, buildings, structures and gardens, archaeological and traditional sites, and sacred places and monuments are treasures of distinctive value. New Zealand shares a general responsibility with the rest of humanity to safeguard its cultural heritage for present and future generations. More specifically, New Zealand peoples have particular ways of perceiving, conserving and relating to their cultural heritage.

Following the spirit of the International Charter for the Conservation and Restoration of Monuments and Sites (the Venice Charter 1966), this charter sets our principles to guide the conservation of places of cultural heritage value in New Zealand. It is intended as a frame of reference for all those who, as owners, territorial authorities, tradespersons or professionals, are involved in the different aspects of such work. It aims to provide guidelines for community leaders, organisations and individuals concerned with conservation issues. It is a statement of professional practice for members of ICOMOS New Zealand.

Each section of the charter should be read in the light of all the others. Definitions of terms used are provided in section 22.

Accordingly this charter has been adopted by the New Zealand National Committee of the International Council on Monuments and Sites at its Annual General Meeting on 4 October 1992.

### 2. The Purpose of Conservation

The purpose of conservation is to care for places of cultural heritage value, their structures, materials and cultural meaning. In general, such places:

i. have lasting values and can be appreciated in their own right;
ii. teach us about the past and the culture of those who came before us;
iii. provide the context for community identity whereby people relate to the land and to those who have gone before;
iv. provide variety and contrast in the modern world and a measure against which we can compare the achievements of today; and
v. provide visible evidence of the continuity between past, present and future.

### 3. Indigenous Cultural Heritage

The indigenous heritage of Maori and Moriori relates to family, local and tribal groups and associations. It is inseparable from identity and well-being and has particular cultural meanings.

The Treaty of Waitangi is the historical basis for indigenous guardianship. It recognises the indigenous people as exercising responsibility for their treasures, monuments and sacred places. This interest extends beyond current legal ownership

wherever such heritage exists. Particular knowledge of heritage values is entrusted to chosen guardians. The conservation of places of indigenous cultural heritage value therefore is conditional on decisions made in the indigenous community, and should proceed only in this context. Indigenous conservation precepts are fluid and take account of the continuity of life and the needs of the present as well as the responsibilities of guardianship and association with those who have gone before. In particular, protocols of access, authority and ritual are handled at a local level. General principles of ethics and social respect affirm that such protocols should be observed.

### 4. Conservation Practice

Appropriate conservation professionals should be involved in all aspects of conservation work. Indigenous methodologies should be applied as appropriate and may vary from place to place. Conservation results should be in keeping with their cultural content. All necessary consents and permits should be obtained.

Conservation projects should include the following:

i. definition of the cultural heritage value of the place, which requires prior researching of any documentary and oral history, a detailed examination of the place, and the recording of its physical condition;
ii. community consultation, continuing throughout a project as appropriate;
iii. preparation of a plan which meets the conservation principles of this charter;
iv. the implementation of any planned work; and
v. the documentation of any research, recording and conservation work, as it proceeds.

## GENERAL PRINCIPLES

### 5. Conservation Method

Conservation should:

i. make use of all relevant conservation values, knowledge, disciplines, arts and crafts;
ii. show the greatest respect for, and involve the least possible loss of, material of cultural heritage value;
iii. involve the least degree of intervention consistent with long term care and the principles of this charter;
iv. take into account the needs, abilities and resources of the particular communities; and
v. be fully documented and recorded.

### 6. Respect for existing evidence

The evidence of time and the contributions of all periods should be respected in conservation. The material of a particular period may be obscured or removed if assessment shows that this would not diminish the cultural heritage value of the place. In these circumstances such material should be documented before it is obscured or removed.

### 7. Setting

The historical setting of a place should be conserved with the place itself. If the historical setting non longer exists, construction of a setting based on physical and

documentary evidence should be the aim. The extent of the appropriate setting may be affected by constraints other than heritage value.

### 8. Risk Mitigation

All places of cultural heritage value should be assessed as to their potential risk from any natural process or event. Where a significant risk is determined, appropriate action to minimise the risk should be undertaken. Where appropriate, a risk mitigation plan should be prepared.

### 9. Relocation

The site of an historic structure is usually an integral part of its cultural heritage value. Relocation, however, can be a legitimate part of the conservation process where assessment shows that:

i. the site is not of associated value (an exceptional circumstance); or
ii.. relocation is the only means of saving the structure; or
iii.. relocation provides continuity of cultural heritage value.

A new site should provide a setting compatible with cultural heritage value.

### 10. Invasive Investigation

Invasive investigation of a place can provide knowledge that is not likely to be gained from any other source. Archaeological or structural investigation can be justified where such evidence is about to be lost, or where knowledge may be significantly extended, or where it is necessary to establish the existence of material of cultural heritage value, or where it is necessary for conservation work. The examination should be carried out according to accepted scientific standards. Such investigation should leave the maximum amount of material undisturbed for study by future generations.

### 11. Contents

Where the contents of a place contribute to its cultural heritage value, they should be regarded as an integral part of the place and be conserved with it.

### 12. Works of Art and Special Fabric

Carving, painting, weaving, stained glass and other arts associated with a place should be considered integral with a place. Where it is necessary to carry out maintenance and repair of any such material, specialist conservation advice appropriate to the material should be sought.

### 13. Records

Records of the research and conservation of places of cultural heritage value should be placed in an appropriate archive. Some knowledge of place of indigenous heritage value is not a matter of public record, but is entrusted to guardians within the indigenous community.

## CONSERVATION PROCESSES

### 14. Degrees of Intervention

Conservation may involve, in increasing extent of intervention: non-intervention, maintenance, stabilisation, repair, restoration, reconstruction or adaptation. Where appropriate, conservation processes may be applied to parts or components of a structure or site.

Re-creation, meaning the conjectural reconstruction of a place, and replication, meaning to make a copy of an existing place, are outside the scope of this charter.

**15. Non-intervention**

In some circumstances, assessment may show that any intervention is undesirable. In particular, undisturbed constancy of spiritual association may be more important than the physical aspects of some places of indigenous heritage value.

**16. Maintenance**

A place of cultural heritage value should be maintained regularly and according to a plan, except in circumstances where it may be appropriate for places to remain without intervention.

**17. Stabilisation**

Places of cultural heritage value should be protected from processes of decay, except where decay is appropriate to their value. Although deterioration cannot be totally prevented, it should be slowed by providing stabilisation or support.

**18. Repair**

Repair of material or of a site should be with original or similar materials. Repair of a technically higher standard than the original workmanship or materials may be justified where the life expectancy of the site or material is increased, the new material is compatible with the old and the cultural heritage value is not diminished. New material should be identifiable.

**19. Restoration**

Restoration should be based on respect for existing material and on the logical interpretation of all available evidence, so that the place is consistent with its earlier form and meaning. It should only be carried out if the cultural heritage value of the place is recovered or revealed by the process. The restoration process typically involves reassembly and reinstatement and may involve the removal of accretions.

**20. Reconstruction**

Reconstruction is distinguished from restoration by the introduction of additional materials where loss has occurred. Reconstruction may be appropriate if it is essential to the function or understanding of a place, if sufficient physical and documentary evidence exists to minimise conjecture, and if surviving heritage valued are preserved. Reconstruction should not normally constitute the majority of a place. Generalised representations of typical features or structures should be avoided.

**21. Adaptation**

The conservation of a place of cultural heritage value is usually facilitated by it serving a socially, culturally or economically useful purpose. In some cases, alterations and additions may be acceptable where they are essential to continued use, or where they are culturally desirable, or where the conservation of the place cannot otherwise be achieved. Any change, however, should be the minimum necessary and should not detract from the cultural heritage value of the place. Any conditions and alterations should be compatible with original fabric but should be sufficiently distinct that they can be read as new work.

## 22. Interpretation

Interpretation of a place may be appropriate if enhancement of public understanding is required. Relevant protocol should be complied with. Any interpretation should not compromise the values, appearance, structure or materials of a place, or intrude upon the experience of the place.

## 23. Definitions

For the purposes of this charter:

*adaptation* means modifying a place to suit it to a compatible use, involving the least possible loss of cultural heritage value

*conservation* means the processes of caring for a place so as to safeguard its cultural heritage value

*cultural heritage value* means possessing historical, archaeological, architectural, technological, aesthetic, scientific, spiritual, social, traditional or other special cultural significance, associated with human activity

*maintenance* means the protective care of a place

*material* means physical matter which is the product of human activity or has been modified by human activity

*place* means any land, including land covered by water, and the airspace forming the spatial context to such land, including any landscape, traditional site or sacred place, and anything fixed to the land including any archaeological site, garden, building or structure, and any body of water, whether fresh or seawater, that forms part of the historical and cultural heritage of New Zealand

*preservation* means maintaining a place with as little change as possible

*reassembly* (anastylosis) means putting existing but dismembered parts back together

*reconstruction* means to build again in the original form using old or new material

*reinstatement* means putting components of earlier material back in position

*repair* means making good decayed or damaged material

*restoration* means returning a place as nearly as possible to a known earlier state by reassembly, reinstatement and/or the removal of extraneous additions

*stabilisation* means the arrest of the processes of decay

*structure* means any building, equipment, device or other facility made by people and which is fixed to the land.

## Appendix V

# Policy for Government Departments' Management of Historic Heritage 2004

### Introduction

*Purpose*

New Zealand's historic heritage is rich, varied and unique. It is a legacy of all generations, from the earliest places of Maori use and occupation to inner-city buildings. Places of historic heritage value are integral to our sense of nationhood and are an important visual and historical presence in the landscape. Iwi and hapu identity and cultural well-being are inseparable from whakapapa connections with places of historic heritage significance to Maori.

Government departments are the stewards of a large and significant portfolio of historic heritage, which they manage on behalf of the people of New Zealand. These properties illustrate aspects of past and continuing government activities, and New Zealand's social and economic development, culture and identity.

The government is committed to the promotion and protection of New Zealand's historic heritage and has established legislation and agencies for this purpose. It has ratified the Convention Concerning the Protection of the World Cultural and Natural Heritage (1972). This policy is a further demonstration of the government's leadership role in historic heritage management.

The government regards the management of the historic heritage within its care as an important part of its responsibilities and will ensure that historic heritage values are taken into account when decisions are made. It has therefore decided to adopt a best practice approach in order to:

- respect and acknowledge the importance of the historic heritage in its care;
- foster an appreciation of and pride in the nation's heritage;
- ensure that its historic heritage is cared for and, where appropriate, used for the benefit of all New Zealanders;
- ensure consistency of practice between government departments;
- set an example to other owners of historic heritage, including local government, public institutions and the private sector;
- contribute to the conservation of a full range of places of historic heritage value;
- ensure that places of significance to Maori in its care are appropriately managed and conserved in a manner that respects matauranga Maori and is consistent with the tikanga and kawa of the tangata whenua; and
- contribute to cultural tourism and economic development.

Following adoption of this document, departments holding properties of historic heritage value will work with Ministry for Culture and Heritage on the development of guidelines based on these policies.

*The potential constraints on the management of government historic heritage*

It is recognised that there may be constraints on effective management of government heritage. Examples include:

- The special operational needs of particular departments, for example, the requirements of the New Zealand Defence Force, security of departmental buildings, facilities for research institutions.
- Societal or cultural practices that may require physical changes to places, for example, changes to institutional practices in prisons and courts, the provision of facilities for immigrant and religious groups, and demographic changes.
- Compliance with legislation, such as the Building Act 1991, which may require balancing public health and safety with conservation objectives.
- The competing needs for limited resources.
- Other government policies on the disposal of surplus property.

**Heritage Principles**

The following are the key principles designed to inform a best practice approach to heritage management in New Zealand by government departments, and reflect national legislation and international and national charters and guidelines.

*Intrinsic values*

Historic heritage has lasting value in its own right and provides evidence of the origins and development of New Zealand's distinct peoples and society.

*Diversity*

The diverse cultures of New Zealand and its diverse social and physical environments are important considerations in historic heritage identification and management.

*Sustainability*

Places of historic heritage value are finite and comprise non-renewable resources that need to be safeguarded for present and future generations.

*Maori heritage*

The government has a significant role in the management, with Maori, of places of significance to iwi and hapu throughout New Zealand.

*Research and documentation*

The conservation of historic heritage requires that the resource be fully identified, researched and documented.

*Respect for physical material*

Historic heritage practice involves the least possible alteration or loss of material of historic heritage value.

*Understanding significance*

The values of historic heritage places are clearly understood before decisions are taken that may result in change. Decision making, where change is being contemplated, takes into account all relevant values, cultural knowledge, and disciplines.

*Setting and curtilage*

The setting and curtilage of historic heritage places often have heritage value in their own right and are regarded as integral to a place.

**Policies**

The policies provide a framework for the management of government departments' historic heritage. As acknowledged in the constraints above, operational requirements of particular departments may need to be taken into account when implementing guidelines to fulfill these policies.

***Identification and documentation***

*Policy 1 – Identification (a)*

Government departments will identify places of historic heritage value on the land they manage, based on the following values: aesthetic, archaeological, architectural, cultural, historical, scientific, social, spiritual, technological, or traditional significance or value.

*Policy 2 – Identification (b)*

Government departments will work with iwi and hapu to identify places of historic heritage value to Maori on the land departments manage.

*Policy 3 – Recognition*

Government departments should support initiatives to recognise publicly the heritage values of historic heritage they manage, for example, registration under the *Historic Places Act* 1993 and listing on district plans.

*Policy 4 – Documentation*

Government departments will research, assess, document, and record changes to their historic heritage. Access to such records may need to be restricted in line with iwi or hapu requirements or for functional reasons.

***Planning and work***

*Policy 5 – Planning (a)*

Government departments will provide for the long-term conservation (including disaster mitigation) of historic heritage, through the preparation of plans, including management plans for historic reserves, maintenance or conservation plans, and specifications. Hapu and iwi will be consulted where their historic heritage is involved.

*Policy 6 – Planning (b)*

When planning and carrying out work adjacent to places of historic heritage value, government departments will ensure that heritage values are not adversely affected.

*Policy 7 – Monitoring, maintenance and repair*

Government departments will care for their places of historic heritage value by monitoring their condition, maintaining them, and, where required, repairing them.

*Policy 8 – Alteration*

Where alterations are needed for a new or continuing use of a place with historic heritage value, or to secure its long life, government departments will ensure that heritage values are protected.

*Policy 9 – Standards*

For all planning and work on historic heritage, government departments will ensure that accepted national conservation standards are met. The *ICOMOS New Zealand Charter 1993* provides useful guidance.

*Policy 10 – Skills and expertise*

Government departments will ensure that appropriately qualified conservation professionals, conservators and trades people are involved in all aspects of the management of historic heritage. Planning and implementation should involve all relevant disciplines and all work should be supervised. Specialist conservation expertise will be sought where required for special fabric integral to a place, such as stained glass, carving and furnishings.

*Policy 11 – New Zealand Historic Places Trust*

Government departments will seek the advice of the Historic Places Trust on the management of items entered in the Trust's Register of Historic Places, Historic Areas, Wahi Tapu and Wahi Tapu Areas/Rarangi Taonga, on archaeological sites, and on places subject to a heritage order or a requirement for a heritage order notified by the Trust.

***Use***

*Policy 12 – Use*

Government departments will ensure that their places of historic heritage value in active use are managed in such a way that:

i. they retain, where appropriate, an ongoing function in the life of the community compatible with their heritage values;
ii. the continuation of original or long-term uses is strongly encouraged; and
iii. they are not disposed of without fully exploring options for their reuse or alternative compatible uses.

*Policy 13 – Disposal*

Government departments will ensure that in disposing of a place with historic heritage value:

i. heritage values are protected, for example, through a heritage covenant;
ii. the public good is taken into account and financial return is not the sole criterion;
iii. heritage values are maintained and the fabric of the place is not allowed to deteriorate while decisions about future use and disposal are made; and
iv. the government's 'Sites of Significance' process is followed, where applicable.

*Policy 14 – Acquisition and lease*

Government departments will not acquire or lease a place with historic heritage value if changes are envisaged or required to enable its functional use that will result in a significant loss of heritage values.

***Government responsibilities***

*Policy 15 – Community participation*

Government departments will invite public participation, where appropriate, in the management of historic heritage of special significance through various initiatives, such as:

i. seeking public comment on conservation plans or disposal of historic heritage;

ii. establishing partnerships with communities of interest; and

iii. voluntary notification of resource consent applications.

*Policy 16 – Education*

Where practical and appropriate, government departments will promote the heritage values of the historic heritage they manage and facilitate public access to properties. Government employees will be made aware of the heritage values of government properties.

*Policy 17 – Maori heritage*

The relationship of Maori communities with their ancestral lands, water, sites, wahi tapu and other taonga will be recognised and provided for by government departments in the management of their historic heritage. Participation by iwi and hapu in the management of places identified as having historic heritage value to Maori will be facilitated.

*Policy 18 – Monitoring*

The performance of government departments will be reviewed to ensure that heritage management policy is being implemented effectively.

*Policy 19 – Compliance*

Government departments will ensure that they comply with relevant statutory and regulatory requirements, including the *Resource Management Act* 1991 and *Historic Places Act* 1993.

**Key Source Documents**

*ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value*, ICOMOS New Zealand, 1993

***International policies and guidelines***

*A Presence for the Past: A report by the Committee of Review – Commonwealth Owned Heritage Properties*, Commonwealth of Australia, 1996

*Heritage Strategies: A guide for Commonwealth Agencies*, Dept. of the Environment and Heritage, Australian Government, 2004

*Management Policies 2001*, National Parks Service, United States Government, 2000

*National Policy for the Disposal of Public Property*, Australian Council of National Trusts, 2002

*Protocol for the Care of the Government Historic Estate 2003*, Department for Culture, Media and Sport, Government of Great Britain and Northern Ireland, London

*The Care of Historic Buildings and Ancient Monuments, Guidelines for Government Departments and Agencies*, Government Historic Buildings Advisory Unit, English Heritage, 1998

*Treasury Board Heritage Buildings Policy*, Treasury Board of Canada Secretariat, 1998

**Legislation**

*Historic Places Act* 1993

*Resource Management Act* 1991

*Building Act* 1991

*Reserves Act* 1977

*Conservation Act* 1987

**Glossary**

*Archaeological site* means any place in New Zealand that -

(a) Either -

i Was associated with human activity that occurred before 1900; or

ii Is the site of the wreck of any vessel where that wreck occurred before 1900; and

(b) Is or may be able through investigation by archaeological methods to provide evidence relating to the history of New Zealand. (*Historic Places Act* 1993)

*Best practice* means a method that has been judged to be superior to other methods, or a procedure or activity that has produced outstanding results in one situation and could be adapted to improve effectiveness, efficiency and/or innovation in another situation.

*Curtilage* means the geographical area that provides the immediate physical context for a heritage place. Note that land title boundaries and heritage curtilages do not necessarily coincide.

*Government departments* includes, for the purposes of this policy, New Zealand Defence Force, New Zealand Police, and Parliamentary Service. (It is recognised that Parliamentary Service is not an instrument of the executive government and retains the separate rights and responsibilities of the House of Representatives and the Speaker.)

*Historic heritage* means those natural and physical resources that contribute to an understanding and appreciation of New Zealand's history and cultures, deriving from any of the following qualities: archaeological, architectural, cultural, historic, scientific, technological; and includes: historic sites, structures, places, and areas; archaeological sites; sites of significance to Maori, including wahi tapu; surroundings associated with the natural and physical resources. (*Resource Management Act* 1991)

*Historic heritage of significance to Maori* means all places of Maori origin as well as later places of significance to Maori, as determined by iwi and hapu.

*Place* encompasses, for the purposes of this policy, all historic heritage as defined above, including areas.

Retrieved from the Ministry of Culture and Heritage website, at -
http://www.mch.govt.nz/publications/her-policy/heritage-policy.html